



TOWN OF WINCHESTER
BOARD OF SELECTMEN MEETING
Regular Meeting Agenda
October 17, 2022-7:00PM

Streamed live on YouTube and Channel 194

1. **CALL TO ORDER** (Turn your cell phones off)
2. **PLEDGE OF ALLEGIANCE**
3. **AGENDA REVIEW**
4. **APPROVAL OF MINUTES**
 - A) Minutes of Regular Meeting on October 03, 2022
5. **INTRODUCTIONS**
 - A) New Staff: Tom Heuschkel (Budget Analyst & Grants Manager)
Lance Hansen (Town Planner/Director of Land Use)
6. **CITIZENS' COMMENTS**

The Board of Selectmen welcomes public comments, speakers will be limited to three (3) minutes or less and may speak only once. Please give your name and address.
7. **TOWN MANAGER'S REPORT**
8. **EXECUTIVE SESSION**
 - A) Supervisors Union Collective Bargaining Agreement
9. **FINANCE DIRECTOR'S REPORT**
10. **CORRESPONDENCE**
11. **BOARDS AND COMMISSIONS**
12. **UNFINISHED BUSINESS**
 - A) Blight Fund Policy (Town Manager Kelly)
 - B) Freedom of Information Act Draft Ordinance (Town Manager Kelly)
 - C) 22-56a Proposed Line-Item Transfer (Town Manger Kelly)
 - D) Housing Plan Adoption (Town Manager Kelly)
13. **NEW BUSINESS**
 - A) Vote to adopt Supervisors Union Collective Bargaining Agreement (Town Manger Kelly)
 - B) 22-57- Discussion on Batcheller School RFP responses (Town Manger Kelly)

FILED
CLERK'S OFFICE

OCT 13 2022

TOWN CLERK OF WINCHESTER
WINSTED, CT

Winchester 250th Anniversary 1771-2021



**TOWN OF WINCHESTER
BOARD OF SELECTMEN MEETING
Regular Meeting Agenda
October 17, 2022-7:00PM**

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14. **CITIZENS' COMMENTS**

The Board of Selectmen welcomes public comments, speakers will be limited to three (3) minutes or less and may speak only once. Please give your name and address.

15. **SELECTMEN'S COMMENTS AND REPORTS**

16. **ADJOURNMENT**

**FILED
CLERK'S OFFICE**

OCT 13 2022

**TOWN CLERK OF WINCHESTER
WINSTED, CT**

Winchester 250th Anniversary 1771-2021

Town of Winchester

Board of Selectmen

Regular Meeting

Monday October 3, 2022

Item 1 **Call to Order**

Meeting called to order by Mayor Todd Arcelaschi at 7:01pm

Attending Members	Todd Arcelaschi (Mayor)	Jonathan Morhardt (Selectman)
	Candy Perez (Selectman)	Linda Groppo (Selectman)
	Candace Bouchard (Selectman)	
	Steve Sedlack (Selectman)	

Absent Excused	Jack Bourque (Selectman)
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Staff Members	Josh Kelly (Town Manager)
	Glenn Albanesi (Town Clerk)
	Kevin Nelligan (Town Attorney)

Item 2 **Pledge of Allegiance** The Pledge was recited by all

Item 3 **Agenda Review** - Mayor Arcelaschi requested Agenda Items 11 and 12 be reversed

Item 4 **Approval of Minutes**

* Minutes of Regular Meeting on September 19, 2022

Motion - Sel. Morhardt / Second - Sel. Sedlack

Vote to accept minutes - Unanimous (6 - 0)

Item 5 **Citizens Comments**

* Resident John Gauger addressed the Board regarding Driveway Permit issued to the owner of 50 Bank Street. Mr. Gauger also submitted a formal signed letter to each Board member and the Town Manager.

* Resident Bill Hester expressed concerns regarding operational and project funds falling short of what is needed to keep the Town's Water and Sewer system functioning properly.

* Resident David LaPointe spoke regarding the Town's FOIA policy.

- Item 6 **Town Manager's Report** - Josh Kelly reported to the Board on the following topics. . .
- * Additional ARPA information requested by BOS has been collected. Two requests for ARPA allocations are on tonight's agenda.
 - * Two responses to the Batcheller School RFP were submitted. Details will be shared prior to the the October 17 meeting.
 - * EDC's Job Fair is scheduled for Wednesday October 5th.
 - * Final awards have been made for the Façade and Business Start-Up Programs. Details are posted on the Town's website.
 - * Winchester has been accepted into the National League of Cities Infrastructure, Investment and Jobs Act (IIJA) "Bootcamp". This provides help to Town officials to complete one IIJA grant application by January.
 - * Public Works has provided a summary update for all road bond projects.
 - * The Supervisors union has ratified their contract. This will come to the BOS for a vote.
- Item 7 **Correspondence** - The following were entered into the record.
- * Letter from John Gauger
 - * Annual Report from RRDD#1 administrator Debbie Angell
- Item 8 **Boards and Commissions** - Sel. Sedlack introduced the following actions.....
- * Lara Green-Kazlauskas submitted an E-mail note of resignation from the Architectural Review Committee
 - * Kevin O'Connell submitted an E-mail note of resignation from the Economic Development Commission. This was modified to a motion moving Kevin to an Alternate position.
Motion - Sel. Sedlack / Second - Sel. Bouchard
Vote to approve - Unanimous (6 - 0)
 - * The following groups have position openings. Interested candidates are urged to apply!
Board of Assessment Appeals - 1 Alternate Seat
Arch. Review Committee - 2 Permanent Seats
Economic Development Commission - 1 Alternate Seat
Conservation Commission - 1 Permanent Seat
Laurel City Commission - 5 Permanent Seats
- Item 9 **New Business -**
- A) Presentation on the Housing Affordability Plan
- Jocelyn Ayer the Planning Consultant to the Winchester Housing Plan Steering Committee presented a summary review of the proposed 2022-2027 Housing Affordability Plan. She stressed that the draft Plan would act as a "guidance document". Town Manager Kelly explained that the Town had received an extension from the SOCT but the BOS would need to act on the October 17th meeting to meet the adoption deadline.

B) 22-51 Consider and Possibly Act on a Bid Waiver for the construction of Whiting Street - Phase 2
Motion Statement - I move that the Board of Selectmen authorize a waiver of the requirement to bid out the project know as "Whiting Street - Phase 2" and that the Town Manager be empowered to sign a contract with a private contractor to complete the work in a manner consistent with this Bid Waiver.

Motion - Sel. Arcelaschi / Second - Sel. Bouchard

Vote to approve - Unanimous (6 - 0)

C) 22-52 Proposed Line Item Transfer

Motion Statement - I move that the Board of Selectmen approve the line item transfers of \$60,000 to multiple departments outlined in the attached document.

Motion - Sel. Sedlack / Second - Sel. Groppo

Vote to approve - Unanimous (6 - 0)

D) 22-53 Refunds as recommended by Collector of Revenue

Motion Statement - I move that the Board of Selectmen authorize the refunds recommended by the Collector of Revenue in the amount of \$7,117.78.

Motion - Sel. Groppo / Second - Sel. Morhardt

Vote to approve - Unanimous (6 - 0)

E) 22-54 Consider and Possibly Act on proposed allocations from American Rescue Plan Act funds.

These funds would allow the Social Services and Economic Development Directors to continue working thru the end of June 2022.

Motion Statement - I move that the Board of Selectmen allocate American Rescue Plan Act dollars \$23,481 for the Social Service Coordinator and \$24,548 for the Economic Development Director to June 30th, 2022.

Motion - Sel. Perez / Second - Sel. Sedlack

Vote to approve - Yes (5) No (0) Abstained (1) Sel. Morhardt

F) 22-55 Proposed Line Item Transfer

Motion Statement - I move that the Board of Selectmen approve the BOE Non-Lapsing Fund line item transfers of \$34,780.11 to the BOE Sinking Fund Expenditures (1-0000-910-804-0001-0000) in the amount of \$34,780.11.

Motion - Sel. Perez / Second - Sel. Bouchard

Vote to approve - Unanimous (6 - 0)

G) 22-56 Proposed Line Item Transfer

Motion Statement - I move that this item be tabled to the October 17th BOS meeting

Motion - Sel. Bouchard / Second - Sel. Morhardt

H) Presentation of prospective policies for adoption.

The following 2 policies are introduced for the Boards review and discussion. No action is recommended tonight. Once reviewed, edited and accepted these will move to a vote for approval.

* Blight and Beautification Fund Policy

* Freedom of Information Act Policy

Item 10

Citizens Comments

- * Resident Dave Lapointe cautioned using the word "execution" as it related to Blight Policy; and offered an explanation as to the tax rebate amount from the recent Board of Assessment Appeals review of Motor Vehicles. He encouraged those BOS members who were against recreational marijuana use to maintain their convictions.
- * Resident Jerry Martinez raised concerns about the Whiting Street grant timeline and Item 22-51 Bid waiver approved earlier in the meeting.

Item 11

Selectmen's Comments and Reports

- * Mayor Arcelaschi reported that the Fire Department and Ambulance Association are looking for volunteers. The Police Department is also encouraging everyone to be mindful of their surroundings and be certain to "Say Something if they See Something"
- * Sel. Bouchard reported another successful River Cleanup campaign. Nearly 30 people joined forces to cleanup several public areas in Town. Additionally, applications are available for the upcoming Halloween Storefront Window Painting party.
- * Sel Perez - Reminded everyone that Soldiers Monument Commission was sponsoring a Cemetery Walk on October 15th. The Rec Department is sponsoring a Halloween Trunk or Treat event and looking for participants. The Athletic Field lighting project at Walker Field has secured several cost estimates for lights and pole replacement. The committee will review and make recommendations.

Item 12

Executive Session

- A) Kevin Nelligan regarding pending litigation
Motion Statement - To enter executive session including Town Manager Kelly at 8:36pm
Motion - Mayor Arcelaschi / Second - Sel. Sedlack
Board returned from Executive Session at 9:15pm with no action taken

Item 13

Adjournment

- * Motion - Sel. Sedlack / Second - Sel. Bouchard
To adjourn the meeting at 9:16pm
Vote to approve - Unanimous (6 - 0)

ATTEST:

Glenn Albanesius, Town Clerk

These Minutes are subject to formal approval at the next scheduled meeting. Any amendments, corrections or revisions will be noted in the next Meeting Minutes.

TOWN OF WINCHESTER
B U D G E T R E P O R T - R E V E N U E
FROM 7/01/2022 TO 9/30/2022

FUND 001 000 GENERAL FUND
DEPT/OBJ/PROG DESCRIPTION
0999 REVENUES - TOWN GENERAL FUND

AMENDED MONTH TO DATE YEAR TO DATE YTD
BUDGET REVENUE REVENUE PERCENT

TO BE
COLLECTED

TOWN OF WINCHESTER
BUDGET REPORT - EXPENDITURES
FROM 7/01/2022 TO 9/30/2022

FUND 001 000	GENERAL FUND	DEPT/OBJ/PROG	DESCRIPTION	AMENDED BUDGET	MONTH TO DATE EXPENDITURES	YEAR TO DATE EXPENDITURES	YTD PERCENT	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	UNEXPENDED BALANCE
0110	BOARD OF SELECTMEN									
0110-190-0000-0000	ADMINISTRATIVE SALARIES			7,500.00	624.98	1,874.94	25.00		5,625.06	5,625.06
0110-811-0000-0000	TRAINING & EDUCATION				210.43	210.43			210.43-	210.43-
0110-814-0000-0000	MEMBERSHIP, DUES & SUBSCRIPTIONS			17,579.00		7,696.00	43.78		9,883.00	9,883.00
0110-835-0000-0000	CONTINGENCY			20,000.00					20,000.00	20,000.00
0110-898-0000-0000	SOFTWARE AGREEMENT/SUPPORT			1,500.00					1,500.00	1,500.00
0110-900-0001-0000	FRINGE BENEFITS - FICA			574.00	63.94	159.62	27.81		414.38	414.38
0110	BOARD OF SELECTMEN			47,153.00	899.35	9,940.99	21.08		37,212.01	37,212.01
0111	TOWN MANAGER									
0111-190-0000-0000	ADMINISTRATIVE SALARIES			125,000.00	14,423.07	31,524.71	25.22		93,475.29	93,475.29
0111-193-0000-0000	SECRETARIAL/SUPPORT STAFF			65,706.00	7,581.45	16,570.88	25.22		49,135.12	49,135.12
0111-385-0000-0000	ANNUAL REPORT AND BUDGET			500.00					500.00	500.00
0111-806-0000-0000	OFFICE SUPPLIES			750.00	6.50-	5.88	.78		744.12	744.12
0111-808-0000-0000	POSTAGE				1,919.35	1,919.35			1,919.35-	1,919.35-
0111-811-0000-0000	TRAINING & EDUCATION			9,150.00		179.00	1.96		8,971.00	8,971.00
0111-814-0000-0000	MEMBERSHIP, DUES & SUBSCRIPTIONS			1,529.00	1,175.00	1,575.00	103.01		46.00-	46.00-
0111-831-0005-0000	PUBLIC COMMUNICATIONS			4,000.00		562.37	14.06		3,437.63	3,437.63
0111-835-0011-0000	MISCELLANEOUS/OTHER			500.00					500.00	500.00
0111-900-0001-0000	FRINGE BENEFITS - FICA			14,666.00	1,668.66	3,923.38	26.75		10,742.62	10,742.62
0111-900-0002-0000	FRINGE BENEFITS-MEDICAL BENEFITS			14,809.00	877.28	6,396.92	43.20		8,412.08	8,412.08
900	FRINGE BENEFITS			29,475.00	2,545.94	10,320.30	35.01		19,154.70	19,154.70
0111	TOWN MANAGER			236,610.00	27,638.31	62,657.49	26.48		173,952.51	173,952.51
0112	PROBATE COURT									
0112-804-0000-0000	TRANSFER TO DISTRICT FOR EXPENSES			7,000.00					7,000.00	7,000.00
0113	REGISTRARS									
0113-190-0000-0000	ADMINISTRATIVE SALARIES			25,222.00	2,861.35	5,548.52	22.00		19,673.48	19,673.48
0113-806-0000-0000	OFFICE SUPPLIES			600.00					600.00	600.00
0113-809-0000-0000	MAINTENANCE OF OFFICE EQUIPMENT			750.00					750.00	750.00
0113-811-0000-0000	TRAINING & EDUCATION			5,256.00	447.09	317.41	6.04	400.00	4,838.59	4,938.59
0113-819-0000-0000	VEHICLE ALLOWANCE			600.00	87.50	87.50	14.58		512.50	512.50
0113-837-0000-0000	ELECTIONS & REFERENDUMS			30,000.00	225.55	7,610.97	25.37	1,575.00	20,814.03	22,389.03
0113-838-0000-0000	VOTER CANVASSERS			6,306.00	603.07	1,214.32	19.26		5,091.68	5,091.68
0113-900-0001-0000	FRINGE BENEFITS - FICA			3,675.00	316.49	895.85	24.38		2,779.15	2,779.15
0113	REGISTRARS			72,409.00	4,541.05	15,674.57	21.65	1,975.00	54,759.43	56,734.43
0114	ACCOUNTING									
0114-190-0000-0000	ADMINISTRATIVE SALARIES			107,500.00	12,403.83	27,111.23	25.22		80,388.77	80,388.77
0114-191-0000-0000	ADMINISTRATIVE ASSISTANTS			116,432.00	13,318.98	28,366.25	24.36		88,065.75	88,065.75
0114-192-0000-0000	LABOR, SKILLED & PROFESSIONAL			80,000.00	2,507.69	9,804.38	12.26		70,195.62	70,195.62
0114-197-0000-0000	OVERTIME					332.98			332.98-	332.98-
0114-384-0000-0000	AUDIT FEE			29,500.00		7,500.00	25.42	17,000.00	5,000.00	22,000.00
0114-806-0000-0000	OFFICE SUPPLIES			2,300.00		33.38	1.45		2,266.62	2,266.62
0114-809-0000-0000	MAINTENANCE OFFICE EQUIPMENT			1,050.00					1,050.00	1,050.00
0114-811-0000-0000	TRAINING & EDUCATION			2,000.00	125.00	125.00	6.25		1,875.00	1,875.00
0114-814-0000-0000	MEMBERSHIP, DUES & SUBSCRIPTIONS			500.00		8,180.80	136.16		7,680.80-	7,680.80-
0114-814-0001-0000	TRANSPORT FEES			2,500.00	202.38	404.75	16.19	1,821.32	273.93	2,095.25
814	MEMBERSHIP DUES & SUBSCRIPTIONS			3,000.00	202.38	8,585.55	186.19	1,821.32	7,406.87-	5,585.55-
0114-819-0000-0000	VEHICLE ALLOWANCE			500.00					500.00	500.00
0114-831-0000-0000	OUTSIDE SERVICES - ACTUARY			20,000.00					20,000.00	20,000.00

TOWN OF WINCHESTER
BUDGET REPORT - EXPENDITURES
FROM 7/01/2022 TO 9/30/2022

FUND 001 000	GENERAL FUND	DEPT/OBJ/PROG	DESCRIPTION	AMENDED BUDGET	MONTH TO DATE EXPENDITURES	YEAR TO DATE EXPENDITURES	YTD PERCENT	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	UNEXPENDED BALANCE
0114	ACCOUNTING									
0114-898-0000-0000	SOFTWARE AGREEMENT/SUPPORT			1,000.00					1,000.00	1,000.00
0114-900-0001-0000	FRINGE BENEFITS - FICA			23,908.00	1,948.47	4,913.31	20.55		18,994.69	18,994.69
0114-900-0002-0000	FRINGE BENEFITS-MEDICAL BENEFITS			86,276.00	3,838.10	26,716.56	30.97		59,559.44	59,559.44
900	FRINGE BENEFITS			110,184.00	5,786.57	31,629.87	28.71		78,554.13	78,554.13
0114	ACCOUNTING			473,466.00	34,344.45	113,488.64	23.97	18,821.32	341,156.04	359,977.36
0115	ASSESSOR									
0115-190-0000-0000	ADMINISTRATIVE SALARIES			146,517.00	5,779.34	16,058.31	10.96		130,458.69	130,458.69
0115-197-0000-0000	OVERTIME			2,500.00					2,500.00	2,500.00
0115-384-0000-0000	PERSONAL PROPERTY AUDITS			6,000.00				600.00	5,400.00	6,000.00
0115-806-0000-0000	OFFICE SUPPLIES			1,850.00	25.00	79.39	4.29	500.61	1,270.00	1,770.61
0115-811-0000-0000	TRAINING & EDUCATION			2,400.00	125.00	125.00	5.21		2,275.00	2,275.00
0115-814-0000-0000	MEMBERSHIPS, DUES & SUBSCRIPTIONS			1,815.00	123.60	497.20	27.39		1,317.80	1,317.80
0115-817-0000-0000	CONTRACTED PRINTING			3,550.00					3,550.00	3,550.00
0115-819-0000-0000	VEHICLE ALLOWANCE			575.00					575.00	575.00
0115-898-0000-0000	SOFTWARE			15,940.00		11,415.00	71.61		4,525.00	4,525.00
0115-900-0001-0000	FRINGE BENEFITS - FICA			11,402.00	402.36	1,207.08	10.59		10,194.92	10,194.92
0115-900-0002-0000	FRINGE BENEFITS-MEDICAL BENEFITS			26,098.00	1,728.20	11,414.40	43.74		14,683.60	14,683.60
900	FRINGE BENEFITS			37,500.00	2,130.56	12,621.48	33.66		24,878.52	24,878.52
0115	ASSESSOR			218,647.00	8,183.50	40,796.38	18.66	1,100.61	176,750.01	177,850.62
0116	BOARD OF ASSESSMENT APPEAL									
0116-192-0000-0000	LABOR, SKILLED & PROFESSIONAL			2,500.00	266.37	266.37	10.65		2,233.63	2,233.63
0116-819-0000-0000	VEHICLE ALLOWANCE			150.00					150.00	150.00
0116-900-0001-0000	FRINGE BENEFITS - FICA			192.00	17.63	17.63	9.18		174.37	174.37
0116	BOARD OF ASSESSMENT APPEAL			2,842.00	284.00	284.00	9.99		2,558.00	2,558.00
0117	TAX COLLECTOR									
0117-190-0000-0000	ADMINISTRATIVE SALARIES			71,115.00		4,688.85	6.59		66,426.15	66,426.15
0117-191-0000-0000	ADMINISTRATIVE ASSISTANT			57,716.00	7,797.66	17,630.64	30.55		40,085.36	40,085.36
0117-193-0001-0000	TEMP HELP				5,058.03	10,223.10			10,223.10	10,223.10
0117-197-0000-0000	OVERTIME			1,850.00	1,253.21	5,903.48	119.11		4,053.48	4,053.48
0117-806-0000-0000	OFFICE SUPPLIES			3,130.00	138.48	150.98	4.82		2,979.02	2,979.02
0117-808-0000-0000	POSTAGE			500.00	100.00	500.70	100.14		70.00	70.00
0117-809-0000-0000	MAINTENANCE OFFICE EQUIPMENT			670.00					670.00	670.00
0117-811-0000-0000	TRAINING & EDUCATION			1,895.00					1,895.00	1,895.00
0117-812-0000-0000	DMV MUNICIPAL ACCESS PROGRAM			350.00		250.00	71.43		100.00	100.00
0117-814-0000-0000	MEMBERSHIPS, DUES & SUBSCRIPTIONS			320.00					320.00	320.00
0117-815-0000-0000	LEGAL NOTICES & ADS			550.00	559.74			479.00	71.00	550.00
0117-817-0000-0000	CONTRACTED PRINTING								975.00	975.00
0117-819-0000-0000	VEHICLE ALLOWANCE			975.00					7,463.09	7,463.09
0117-900-0001-0000	FRINGE BENEFITS - FICA			10,446.00	1,024.37	2,982.91	28.56		23,657.39	23,657.39
0117-900-0002-0000	FRINGE BENEFITS-MEDICAL BENEFITS			33,371.00	892.45	9,713.61	29.11		31,120.48	31,120.48
900	FRINGE BENEFITS			43,817.00	131.92	12,696.52	28.98		130,364.73	130,843.73
0117	TAX COLLECTOR			182,888.00	13,919.56	52,044.27	28.46	479.00	130,364.73	130,843.73
0118	TREASURER									
0118-190-0000-0000	ADMINISTRATIVE SALARIES			45,947.00	3,828.91	11,486.73	25.00		34,460.27	34,460.27
0118-811-0000-0000	TRAINING & EDUCATION			300.00					300.00	300.00
0118-819-0000-0000	VEHICLE ALLOWANCE			145.00					145.00	145.00

GL2161R 10/12/2022

11:24:37

BUDGET REPORT - EXPENDITURES

FROM 7/01/2022 TO 9/30/2022

FUND 001 000		GENERAL FUND		AMENDED BUDGET	MONTH TO DATE EXPENDITURES	YEAR TO DATE EXPENDITURES	YTD PERCENT	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	UNEXPENDED BALANCE
DEPT/OBJ/PROG	DESCRIPTION									
0118	TREASURER									
0118-900-0001-0000	FRINGE BENEFITS - FICA	3,515.00	292.91	878.74	25.00				2,636.26	2,636.26
0118	TREASURER	49,907.00	4,121.82	12,365.47	24.78				37,541.53	37,541.53
0119	LEGAL FEES									
0119-814-0000-0000	MEMBERSHIPS,DUES & SUBSCRIPTIONS			150.00					150.00-	150.00-
0119-815-0000-0000	LEGAL ADS & NOTICES	18,000.00	624.70	1,074.70	5.97				16,925.30	16,925.30
0119-845-0000-0000	LEGAL FEES - TOWN ATTORNEY	60,000.00	3,960.00	9,630.00	16.05				50,370.00	50,370.00
0119-845-0001-0000	LEGAL FEES - OUTSIDE LEGAL COUNSEL	20,000.00							20,000.00	20,000.00
0119-845-0002-0000	LEGAL FEES - LABOR COUNSEL	22,000.00	1,316.25	1,755.00	7.98				20,245.00	20,245.00
0119-845-0003-0000	LEGAL FEES - ENVIRONMENTAL COUNSEL	5,000.00							5,000.00	5,000.00
845	LEGAL FEES	107,000.00	5,276.25	11,385.00	10.64				95,615.00	95,615.00
0119	LEGAL FEES	125,000.00	5,900.95	12,609.70	10.09				112,390.30	112,390.30
0120	TOWN CLERK									
0120-190-0000-0000	TOWN CLERK	63,579.00	9,162.20	20,113.27	31.64				43,465.73	43,465.73
0120-191-0000-0000	ASSISTANT TOWN CLERK	47,241.00	5,030.13	10,994.43	23.27				36,246.57	36,246.57
0120-192-0000-0000	CLERK, PART TIME * FLOATER	18,196.00							18,196.00	18,196.00
0120-806-0000-0000	OFFICE SUPPLIES	2,810.00	148.24	245.90	8.75		94.97		2,469.13	2,564.10
0120-806-0005-0000	COPIER PAPER	405.00							405.00	405.00
806	OFFICE SUPPLIES	3,215.00	148.24	245.90	7.65		94.97		2,874.13	2,969.10
0120-809-0000-0000	MAINTENANCE OF OFFICE EQUIPMENT	1,400.00		111.78	7.98				1,288.22	1,288.22
0120-809-0001-0000	MAINTENANCE OF BOOKS AND MAPS	750.00							750.00	750.00
0120-809-0002-0000	RESTORATION OF RECORDS	2,500.00							2,413.06	2,413.06
809	MAINTENANCE OF OFFICE EQUIPMENT	4,650.00							4,451.28	4,451.28
0120-811-0000-0000	TRAINING & EDUCATION	1,651.00		198.72	4.27				991.00	991.00
0120-814-0000-0000	MEMBERSHIPS/DUES/SUBSCRIPTIONS	290.00	40.00	60.00	39.98				250.00	250.00
0120-819-0000-0000	VEHICLE ALLOWANCE	467.00	105.00	105.00	22.48				362.00	362.00
0120-825-0000-0000	SUPPLIES & MATERIALS	440.00							440.00	440.00
0120-828-0002-0000	INDEXING SYSTEM	25,860.00		4,346.94	16.81		21,513.06		21,513.06	21,513.06
0120-837-0000-0000	ELECTIONS PRINTING	1,025.00		130.00	12.68		270.00		895.00	895.00
0120-839-0000-0000	VITAL STATISTICS	330.00							330.00	330.00
0120-900-0001-0000	FRINGE BENEFITS - FICA	10,003.00	1,004.74	2,382.51	23.82				7,620.49	7,620.49
0120-900-0002-0000	FRINGE BENEFITS-MEDICAL BENEFITS	28,600.00	1,645.95	8,937.84	31.25				19,662.16	

TOWN OF WINCHESTER
B U D G E T R E P O R T - E X P E N D I T U R E S
FROM 7/01/2022 TO 9/30/2022

FUND 001 000 GENERAL FUND		AMENDED	MONTH TO DATE	YEAR TO DATE	YTD	OUTSTANDING	UNENCUMBERED	UNEXPENDED
DEPT/OBJ/PROG	DESCRIPTION	BUDGET	EXPENDITURES	EXPENDITURES	PERCENT	ENCUMBERANCES	BALANCE	BALANCE
0123	ZONING BOARD OF APPEALS							
0125	ECONOMIC DEVELOPMENT COMMISSION	500.00	50.00-	50.00-	10.00-		550.00	550.00
0125-811-0000-0000	TRAINING AND EDUCATION	1,500.00				1,300.00	200.00	1,500.00
0125-814-0000-0000	MEMBERSHIPS DUES & SUBSCRIPTIONS	4,000.00				1,070.00	2,930.00	4,000.00
0125-831-0000-0000	OUTSIDE SERVICES	4,000.00				120.00	3,880.00	4,000.00
0125-831-0005-0000	MARKETING	8,000.00				1,190.00	6,810.00	8,000.00
831	MARKETING	10,000.00	50.00-	50.00-	.50-	2,490.00	7,560.00	10,050.00
0125	ECONOMIC DEVELOPMENT COMMISSION							
0126	HIGHLAND LAKE					76.72	76.72-	
0126-825-0000-0000	SUPPLIES AND MATERIALS	27,500.00				10,810.00	16,690.00	27,500.00
0126-851-0004-0000	HERBICIDE TREATMENT	16,658.00			11.51	10,666.00	4,074.00	14,740.00
0126-851-0007-0000	WATER SAMPLING	44,158.00			4.34	21,476.00	20,764.00	42,240.00
851	ENGINEERING SERVICES	44,158.00			4.34	21,552.72	20,687.28	42,240.00
0126	HIGHLAND LAKE							
0127	BUILDINGS - TOWN HALL							
0127-192-0000-0000	LABOR, SKILLED & PROFESSIONAL	2,224.42	2,224.42				2,224.42-	2,224.42-
0127-192-0001-0000	CUSTODIAN POSITION - PART TIME	1,810.90	1,810.90				1,810.90-	1,810.90-
192	LABOR SKILLED & PROFESSIONAL	4,035.32	4,035.32				4,035.32-	4,035.32-
0127-194-0000-0000	GENERAL LABOR	103,605.00	7,958.23	20,467.72	19.76		83,137.28	83,137.28
0127-197-0000-0000	OVERTIME	3,716.00	187.68	250.24	6.73		3,465.76	3,465.76
0127-806-0000-0000	OFFICE SUPPLIES	100.00					100.00	100.00
0127-807-0000-0000	MOBILE TELEPHONE	500.00	41.13	82.26	16.45		417.74	417.74
0127-822-0000-0000	ELECTRICITY	56,375.00	8,958.54	20,240.63	35.90	63,541.46	27,407.09-	36,134.37
0127-823-0000-0000	HEATING FUEL	11,942.00	437.33	873.90	7.32	8,726.10	2,342.00	11,068.10
0127-824-0000-0000	WATER AND SEWER RENT	5,046.00		1,166.15	23.11		3,879.85	3,879.85
0127-825-0000-0000	SUPPLIES & MATERIALS	13,221.00		1,005.12	12.23	321.66	6,894.22	7,215.88
0127-827-0000-0000	MAINTENANCE OF STRUCTURES	13,600.00	40.00	448.08	3.29	253.40	12,898.52	13,151.92
0127-831-0000-0000	CONTRACTED LABOR	29,452.00	3,135.46	5,052.92	17.16	11,842.33	12,556.75	24,399.08
0127-851-0000-0000	ENGINEERING SERVICES	1,000.00					1,000.00	1,000.00
0127-900-0001-0000	FRINGE BENEFITS - FICA	8,281.00	864.71	2,073.28	25.04		6,207.72	6,207.72
0127-900-0002-0000	FRINGE BENEFITS-MEDICAL BENEFITS	29,880.00	2,718.23	13,419.72	44.91		16,460.28	16,460.28
900	FRINGE BENEFITS	38,161.00	3,582.94	15,493.00	40.60		22,668.00	22,668.00
0127	BUILDINGS - TOWN HALL	271,718.00	28,376.63	69,115.34	25.44	84,684.95	117,917.71	202,602.66
0129	SOLDIERS MONUMENT COMMISSION							
0129-806-0000-0000	OFFICE SUPPLIES	250.00					250.00	250.00
0129-822-0001-0000	ELECTRICITY	1,450.00	75.34	157.32	10.85	742.68	550.00	1,292.68
0129-827-0000-0000	MAINTENANCE OF STRUCTURES	3,500.00		280.14	8.00	100.00	3,119.86	3,219.86
0129-827-0001-0000	EVENTS AND FUND RAISING	1,500.00	374.00	374.00	24.93		1,126.00	1,126.00
827	MAINTENANCE OF STRUCTURES	5,000.00	374.00	654.14	13.08	100.00	4,245.86	4,345.86
0129	SOLDIERS MONUMENT COMMISSION	6,700.00	449.34	811.46	12.11	842.68	5,045.86	5,888.54
0130	NORTHWEST CONSERVATION DISTRICT							
0130-805-0000-0000	TRANSFER TO OUTSIDE AGENCY	1,840.00		1,840.00				
0136	INLANDS WETLANDS COMMISSION							
0136-193-0000-0000	SECRETARY/SUPPORT STAFF	3,050.00	907.75	1,514.23	49.65		1,535.77	1,535.77
0136-811-0000-0000	TRAINING AND EDUCATION	975.00					975.00	975.00
0136-900-0001-0000	FRINGE BENEFITS - FICA	235.00	68.98	115.09	48.97		119.91	119.91
0136	INLANDS WETLANDS COMMISSION	4,260.00	976.73	1,629.32	38.25		2,630.68	2,630.68

FUND	OBJ	PROG	GENERAL FUND	DESCRIPTION	AMENDED BUDGET	MONTH TO DATE EXPENDITURES	YEAR TO DATE EXPENDITURES	YTD PERCENT	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	UNEXPENDED BALANCE
0136				INLANDS WETLANDS COMMISSION							
0142				FARMINGTON RIVER WATERSHED							
0142-814-0000-0000				MEMBERSHIP, DUES & SUBSCRIPTIONS	1,229.00		1,229.00				
0145				PURCHASING/DATA PROCESSING							
0145-190-0000-0000				ADMINISTRATIVE SALARY	67,473.00	7,632.15	16,684.83	24.73		50,788.17	50,788.17
0145-197-0000-0000				OVERTIME	500.00					500.00	500.00
0145-806-0000-0000				OFFICE SUPPLIES	300.00		63.65	21.22	46.99	189.36	236.35
0145-809-0000-0000				MAINTENANCE OF EQUIPMENT	87,480.00		15,230.00	17.41	2,500.00	69,750.00	72,250.00
0145-812-0000-0000				DATA PROCESSING	66,677.00	36.84	3,670.46	5.50		63,006.54	63,006.54
0145-812-0001-0000				WEB SITE	4,300.00					4,300.00	4,300.00
812 DATA PROCESSING					70,977.00	36.84	3,670.46	5.17		67,306.54	67,306.54
0145-814-0000-0000				MEMBERSHIP DUES & SUBSCRIPTIONS	100.00	100.00				27,780.16	27,780.16
0145-898-0000-0000				SOFTWARE AGREEMENT/SUPPORT	97,083.00		69,302.84	71.39		3,940.09	3,940.09
0145-900-0001-0000				FRINGE BENEFITS - FICA	5,201.00	540.39	1,260.91	24.24		15,756.00	15,756.00
0145-900-0002-0000				FRINGE BENEFITS - MEDICAL BENEFITS	22,975.00	1,541.45	7,219.00	31.42		19,696.09	19,696.09
900 FRINGE BENEFITS					28,176.00	2,081.84	8,479.91	30.10	2,546.99	236,010.32	238,557.31
0145				PURCHASING/DATA PROCESSING	352,089.00	9,850.83	113,531.69	32.25			
0148				COMMUNITY PLANNING & DEVELOPMENT							
0148-190-0000-0000				ADMINISTRATIVE SALARY	72,218.00	9,604.50	21,441.80	29.69		50,776.20	50,776.20
0148-190-0003-0000				TOWN PLANNER	85,000.00					85,000.00	85,000.00
190 ADMINISTRATIVE SALARY					157,218.00	9,604.50	21,441.80	13.64		135,776.20	135,776.20
0148-191-0000-0000				ADMIN ASSISTANT	57,716.00	6,659.49	14,555.74	25.22		43,160.26	43,160.26
0148-197-0000-0000				OVERTIME	2,626.00	273.33	532.52	20.28		2,093.48	2,093.48
0148-806-0000-0000				OFFICE SUPPLIES	3,000.00	82.26	193.72	6.46	437.42	2,368.86	2,806.28
0148-811-0000-0000				TRAINING AND EDUCATION	910.00		194.00	21.32		716.00	716.00
0148-814-0000-0000				MEMBERSHIP, DUES & SUBSCRIPTIONS	320.00		30.00	9.38		290.00	290.00
0148-830-0000-0000				OUTSIDE SERVICES	3,000.00	1,284.45	1,284.45	42.82		4,284.45	4,284.45
0148-898-0000-0000				SOFTWARE	7,600.00		2,200.00	28.95		5,400.00	5,400.00
0148-900-0001-0000				FICA	16,722.00	1,233.82	2,989.79	17.88		13,732.21	13,732.21
0148-900-0002-0000				MEDICAL BENEFITS	43,815.00	679.70	5,009.70	11.43		38,805.30	38,805.30
900 FRINGE BENEFITS					60,537.00	1,913.52	7,999.49	13.21		52,537.51	52,537.51
0148				COMMUNITY PLANNING & DEVELOPMENT	292,927.00	17,248.65	45,862.82	15.66	437.42	246,626.76	247,064.18
0150				CIVIL SERVICE COMMISSION							
0150-193-0000-0000				CLERICAL SERVICE/SUPPORT STAFF	1,250.00	125.00	187.50	15.00		1,062.50	1,062.50
0150-806-0000-0000				STATIONARY AND POSTAL SERVICES	600.00					600.00	600.00
0150-810-0000-0000				DUPLICATION SERVICE	250.00					250.00	250.00
0150-832-0000-0000				CHIEF EXAMINER/OUTSOURCE SERVICES	10,000.00	585.00	715.00	7.15		9,285.00	9,285.00
0150-900-0001-0000				FRINGE BENEFITS - FICA	861.00	54.31	69.05	8.02		791.95	791.95
0150				CIVIL SERVICE COMMISSION	12,961.00	764.31	971.55	7.50		11,989.45	11,989.45
0152				FRIENDS OF MAIN STREET							
0152-805-0000-0000				TRANSFER TO OUTSIDE AGENCY	9,000.00		4,500.00	50.00		4,500.00	4,500.00
0210				POLICE							
0210-190-0000-0000				ADMINISTRATIVE SALARIES	102,000.00	11,785.29	25,927.64	25.42		76,072.36	76,072.36
0210-192-0000-0000				LABOR, SKILLED & PROFESSIONAL	1,541,439.00	169,352.70	348,429.25	22.60		1,193,009.75	1,193,009.75
0210-192-0009-0000				SHIFT PREMIUM - OFFICERS	31,000.00	3,345.84	6,858.16	22.12		24,141.84	24,141.84
0210-192-0010-0000				HOLIDAY PAY	100,000.00		4,358.25	4.36		95,641.75	95,641.75
0210-192-0014-0000				TRAINING ACTIVITIES	28,000.00					28,000.00	28,000.00
192 LABOR SKILLED & PROFESSIONAL					1,700,439.00	172,698.54	359,645.66	21.15		1,340,793.34	1,340,793.34

TOWN OF WINCHESTER
B U D G E T R E P O R T - E X P E N D I T U R E S
FROM 7/01/2022 TO 9/30/2022

FUND 001 000	GENERAL FUND	AMENDED BUDGET	MONTH TO DATE EXPENDITURES	YEAR TO DATE EXPENDITURES	YTD PERCENT	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	UNEXPENDED BALANCE
DEPT/OBJ/PROG	DESCRIPTION							
0210	POLICE							
0210-193-0000-0000	SECRETARIAL/SUPPORT STAFF	57,716.00	6,659.49	14,555.74	25.22		43,160.26	43,160.26
0210-193-0002-0000	EVIDENCE- PROP CLERK-COURT LIAISON	26,739.00	3,355.89	6,684.72	25.00		20,054.28	20,054.28
193 SECRETARIAL		84,455.00	10,015.38	21,240.46	25.15		63,214.54	63,214.54
0210-197-0000-0000	OVERTIME	200,000.00	26,050.83	58,822.30	29.41		141,177.70	141,177.70
0210-197-0004-0000	OVERTIME-SPECIAL EVENTS-PARADES	5,000.00					5,000.00	5,000.00
0210-197-0011-0000	OVERTIME-DRUG INVESTIGATIONS	6,000.00					6,000.00	6,000.00
0210-197-0012-0000	HOLIDAY PAY		10,804.82	17,285.48			17,285.48	17,285.48
197 OVERTIME		211,000.00	36,855.65	76,107.78	36.07		134,892.22	134,892.22
0210-806-0000-0000	OFFICE SUPPLIES	3,000.00	18.08	507.74	16.92	189.26	2,303.00	2,492.26
0210-807-0000-0000	TELEPHONE	14,500.00	2,286.58	5,538.97	38.20	2,568.67	6,392.36	8,961.03
0210-809-0000-0000	MAINTENANCE OF OFFICE EQUIPMENT	1,000.00					1,000.00	1,000.00
0210-811-0000-0000	TRAINING AND EDUCATION	26,500.00	1,937.00	11,072.00	41.78	400.00	15,028.00	15,428.00
0210-811-0001-0000	ARMORER & RANGE	12,500.00	300.00	300.00	2.40		12,200.00	12,200.00
0210-811-0002-0000	FIRING RANGE REPAIRS	1,500.00					1,500.00	1,500.00
0210-811-0003-0000	EMERGENCY RESPONSE TEAM	2,500.00					2,500.00	2,500.00
811 TRAINING EDUCATION		43,000.00	2,237.00	11,372.00	26.45	400.00	31,228.00	31,628.00
0210-814-0000-0000	MEMBERSHIP, DUES & SUBSCRIPTIONS	2,700.00		2,375.00	87.96		325.00	325.00
0210-818-0000-0000	CLOTHING ALLOWANCE & EQUIPMENT	18,500.00	3,936.32	5,016.46	27.12	5,660.99	7,822.55	13,483.54
0210-820-0000-0000	VEHICLE: GAS, OIL & GREASE	26,000.00	2,770.17	7,446.15	28.64	560.00	17,993.85	18,553.85
0210-821-0000-0000	MAINTENANCE OF VEHICLES	19,000.00	466.00	6,204.10	32.65	9,934.00	2,861.90	12,795.90
0210-825-0000-0000	SUPPLIES AND MATERIALS	9,000.00	753.95	1,226.16	13.62	89.41	7,684.43	7,773.84
0210-825-0001-0000	TASER SUPPLIES AND PURCHASE	4,800.00					4,800.00	4,800.00
0210-825-0006-0000	COMMUNICATION EQUIPMENT	9,000.00					9,000.00	9,000.00
0210-825-0007-0000	OFFICER SAFETY EQUIPMENT	7,200.00					7,200.00	7,200.00
825 SUPPLIES & MATERIALS		30,000.00	753.95	1,226.16	4.09	89.41	28,684.43	28,773.84
0210-826-0000-0000	MAINTENANCE OF EQUIPMENT	3,000.00	172.45	172.45	5.75	818.75	2,008.80	2,827.55
0210-829-0000-0000	MAINTENANCE OF UNIFORMS	6,150.00					6,150.00	6,150.00
0210-830-0000-0000	CONTRACTED EQUIPMENT	67,000.00	457.60	36,164.02	53.98		30,835.98	30,835.98
0210-834-0000-0000	PRISONER FOOD, EXTRAD. EXP. . P. CASH	1,000.00	147.31	229.25	22.93	400.00	370.75	770.75
0210-843-0000-0000	MARINE PATROL	5,500.00		2,681.40	48.75		2,818.60	2,818.60
0210-843-0001-0000	BOAT REPAIRS & EQUIPMENT	2,500.00				1,433.65	1,066.35	2,500.00
843 MARINE PATROL		8,000.00		2,681.40	33.52	1,433.65	3,884.95	5,318.60
0210-846-0000-0000	TIRES	5,000.00	3,304.92	4,216.92	84.34	330.00	453.08	783.08
0210-898-0000-0000	SOFTWARE SUPPORT	49,325.00	861.31	19,835.79	40.21	2,250.00	27,239.21	29,489.21
0210-900-0001-0000	FRINGE BENEFITS - FICA	161,180.00	16,988.84	41,241.39	25.59		119,938.61	119,938.61
0210-900-0002-0000	FRINGE BENEFITS-MEDICAL BENEFITS	397,449.00	24,378.47	139,729.42	35.16		257,719.58	257,719.58
0210-900-0005-0000	PENSION CONTRIBUTION-MERFB (POLICE)	465,015.00	53,933.02	134,918.15	29.01		330,096.85	330,096.85
900 FRINGE BENEFITS		1,023,644.00	95,300.33	315,888.96	30.86		707,755.04	707,755.04
0210-909-0000-0000	PHYSICAL FITNESS PROGRAM-YMCA	4,000.00		2,261.04	56.53	409.56	1,329.40	1,738.96
0210	POLICE	3,422,713.00	344,066.88	904,057.95	26.41	25,044.29	2,493,610.76	2,518,655.05
0211	FIRE							
0211-190-0000-0000	ADMINISTRATIVE SALARIES	78,222.00	9,038.73	19,885.21	25.42		58,336.79	58,336.79
0211-192-0000-0000	LABOR, SKILLED & PROFESSIONAL	60,167.00	6,465.12	13,091.90	21.76		47,075.10	47,075.10
0211-197-0000-0000	OVERTIME	2,100.00		484.89	23.09		1,615.11	1,615.11
0211-204-0000-0000	MEDICAL EXAMS & PHYSICALS	14,000.00	676.00	676.00	4.83		13,324.00	13,324.00
0211-204-0001-0000	PHYSICAL FITNESS PROGRAM	100.00	100.00-				100.00	100.00
204 OVERTIME		14,100.00	576.00	676.00	4.79		13,424.00	13,424.00
0211-806-0000-0000	OFFICE SUPPLIES	400.00					400.00	400.00
0211-807-0000-0000	TELEPHONE	7,640.00	568.57	2,352.81	30.80	4,667.87	619.32	5,287.19

FUND	OBJ	PROG	GENERAL FUND	DESCRIPTION	AMENDED BUDGET	MONTH TO DATE EXPENDITURES	YEAR TO DATE EXPENDITURES	YTD PERCENT	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	UNEXPENDED BALANCE
0211				FIRE							
0211	-809-	0000-0000		MAINTENANCE OF OFFICE EQUIPMENT	4,500.00	1,053.33	1,053.33	23.41	199.00	3,247.67	3,446.67
0211	-811-	0000-0000		TRAINING AND EDUCATION	20,150.00	400.00	430.00	2.13	2,290.00	17,430.00	19,720.00
0211	-811-	0001-0000		FIRE SAFETY & PREVENTION	1,600.00	154.50	309.00	19.31		1,291.00	1,291.00
	811			TRAINING EDUCATION	21,750.00	554.50	739.00	3.40	2,290.00	18,721.00	21,011.00
0211	-812-	0000-0000		COMPUTER AND SOFTWARE-	10,200.00				2,475.00	7,725.00	10,200.00
0211	-814-	0000-0000		MEMBERSHIP, DUES & SUBSCRIPTIONS	585.00	20.00	205.00	35.04		380.00	380.00
0211	-820-	0000-0000		VEHICLE: GAS, OIL & GREASE	5,110.00	430.99	1,562.17	30.57		3,547.83	3,547.83
0211	-822-	0000-0000		ELECTRICITY	1,796.00	1,796.06	3,729.15	27.12	10,670.85	650.00-	10,020.85
0211	-823-	0000-0000		HEATING FUEL	19,450.00	289.78	763.53	3.93	17,060.59	1,625.88	18,686.47
0211	-824-	0000-0000		WATER AND SEWER RENT	3,700.00		831.20	22.46		2,868.80	2,868.80
0211	-825-	0000-0000		SUPPLIES AND MATERIALS	1,930.00	82.50	304.95	15.80	907.50	717.55	1,625.05
0211	-825-	0002-0000		FIREFIGHTING EQUIPMENT	33,220.00				1,207.73	32,012.27	33,220.00
	825			SUPPLIES & MATERIALS	35,150.00	82.50	304.95	.87	2,115.23	32,729.82	34,845.05
0211	-826-	0000-0000		MAINTENANCE OF EQUIPMENT	58,450.00	1,679.49	7,708.68	13.19	7,628.28	43,113.04	50,741.32
0211	-827-	0000-0000		MAINTENANCE OF STRUCTURES	13,800.00	128.73	371.73	2.69	3,425.00	10,003.27	13,428.27
0211	-829-	0000-0000		MAINTENANCE OF UNIFORMS	3,200.00	110.00	110.00	3.44		3,090.00	3,090.00
0211	-831-	0000-0000		CONTRACTED SERVICES	5,580.00	1,888.00	3,220.36	57.71	3,161.20	801.56-	2,359.64
0211	-832-	0000-0000		CONTRACTED LABOR	1,600.00					1,600.00	1,600.00
0211	-846-	0000-0000		TIRES	3,600.00					3,600.00	3,600.00
0211	-849-	0000-0000		MAINTENANCE OF FIRE ALARMS	100.00					100.00	100.00
0211	-900-	0001-0000		FRINGE BENEFITS - FICA	10,770.00	1,097.96	2,596.85	24.11		8,173.15	8,173.15
0211	-900-	0002-0000		FRINGE BENEFITS-MEDICAL BENEFITS	39,668.00	2,601.07	14,268.10	35.97		25,399.90	25,399.90
0211	-900-	0006-0000		PAY PER CALL	23,000.00	210.00	210.00	.91		22,790.00	22,790.00
	900			FRINGE BENEFITS	73,438.00	3,909.03	17,074.95	23.25		56,363.05	56,363.05
0211				FIRE	436,592.00	28,590.83	74,164.86	16.99	53,693.02	308,734.12	362,427.14
0213				BUILDING DEPARTMENT							
0213	-190-	0001-0000		BUILDING OFFICIAL	73,490.00	6,234.90	6,774.90	9.22		66,715.10	66,715.10
0213	-190-	0005-0000		FIRE MARSHAL-FULL TIME POSITION	67,870.00	7,831.08	17,116.51	25.22		50,753.49	50,753.49
	190			ADMINISTRATIVE SALARY	141,360.00	14,065.98	23,891.41	16.90		117,468.59	117,468.59
0213	-193-	0000-0000		SECRETARIAL/SUPPORT STAFF		3,722.17	8,740.57			8,740.57-	8,740.57-
0213	-197-	0000-0000		OVERTIME	4,500.00	372.90	736.48	16.37		3,763.52	3,763.52
0213	-806-	0000-0000		OFFICE SUPPLIES	1,500.00					1,500.00	1,500.00
0213	-809-	0000-0000		MAINTENANCE OF OFFICE EQUIPMENT	1,000.00					1,000.00	1,000.00
0213	-811-	0000-0000		TRAINING AND EDUCATION	2,000.00					2,000.00	2,000.00
0213	-814-	0000-0000		MEMBERSHIP, DUES & SUBSCRIPTIONS	1,010.00					1,010.00	1,010.00
0213	-818-	0000-0000		CLOTHING ALLOWANCE	550.00					550.00	550.00
0213	-819-	0000-0000		VEHICLE ALLOWANCE	300.00					300.00	300.00
0213	-820-	0000-0000		VEHICLE: GAS, OIL & GREASE	1,200.00	52.88	161.32	13.44		1,038.68	1,038.68
0213	-821-	0000-0000		MAINTENANCE OF VEHICLES	1,900.00				2,436.60	1,900.00	1,900.00
0213	-825-	0000-0000		SUPPLIES AND MATERIALS	5,580.00	203.41	406.82	7.29		2,736.58	5,173.18
0213	-830-	0001-0000		DEMOLITION OF BUILDINGS	5,000.00					5,000.00	5,000.00
0213	-830-	0002-0000		RELOCATION COSTS	4,000.00					2,392.43-	2,392.43-
	830			CONTRACTED EQUIPMENT	9,000.00		6,392.43	159.81		2,607.57	2,607.57
0213	-900-	0001-0000		FRINGE BENEFITS - FICA	11,237.00	1,328.41	2,630.14	23.41		8,606.86	8,606.86
0213	-900-	0002-0000		FRINGE BENEFITS-MEDICAL BENEFITS	22,294.00	3,450.04	6,020.37	27.00		16,273.63	16,273.63
	900			FRINGE BENEFITS	33,531.00	4,778.45	8,650.51	25.80		24,880.49	24,880.49
0213				BUILDING DEPARTMENT	203,431.00	23,195.79	48,979.54	24.08	2,436.60	152,014.86	154,451.46
0214				EMERGENCY MANAGEMENT							

FUND	OBJ	PROG	GENERAL FUND	DESCRIPTION	AMENDED BUDGET	MONTH TO DATE EXPENDITURES	YEAR TO DATE EXPENDITURES	YTD PERCENT	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	UNEXPENDED BALANCE
0214				EMERGENCY MANAGEMENT	4,800.00	400.00	1,200.00	25.00		3,600.00	3,600.00
0214-190-0000-0000				ADMINISTRATIVE SALARIES		118.00	243.66		1,290.34	1,534.00	243.66-
0214-807-0000-0000				TELEPHONE		129.92	274.93	19.99	1,225.07	125.00	1,100.07
0214-822-0000-0000				ELECTRICITY		87.21	175.19	10.01	1,624.81	50.00	1,574.81
0214-823-0000-0000				HEATING FUEL			159.00	26.50		441.00	441.00
0214-824-0000-0000				WATER AND SEWER RENT						800.00	800.00
0214-826-0000-0000				MAINTENANCE OF EQUIPMENT						1,500.00	1,500.00
0214-826-0002-0000				COMMUNICATIONS EQUIPMENT						2,300.00	2,300.00
826 MAINTENANCE OF EQUIPMENT										1,500.00	1,500.00
0214-827-0000-0000				MAINTENANCE OF STRUCTURES		30.60	91.80	24.95		276.20	276.20
0214-900-0001-0000				FRINGE BENEFITS - FICA		765.73	2,144.58	16.90	4,140.22	6,408.20	10,548.42
0214				EMERGENCY MANAGEMENT	12,693.00						
0215				AMBULANCE							
0215-805-0000-0000				TRANSFER TO OUTSIDE AGENCY	85,000.00	21,250.00	42,500.00	50.00		42,500.00	42,500.00
0215-805-0001-0000				PARAMEDIC COST	183,000.00		45,600.00	24.92		137,400.00	137,400.00
805 OUTSIDE AGENCY					268,000.00	21,250.00	88,100.00	32.87		179,900.00	179,900.00
0215-900-0005-0000				PENSION CONTRIBUTION	6,000.00	1,500.00	3,000.00	50.00		3,000.00	3,000.00
0215				AMBULANCE	274,000.00	22,750.00	91,100.00	33.25		182,900.00	182,900.00
0216				DOG ACCOUNT							
0216-192-0000-0000				LABOR, SKILLED & PROFESSIONAL	26,595.00	3,268.80	6,736.01	25.33		19,858.99	19,858.99
0216-820-0000-0000				VEHICLE GAS, OIL & GREASE	500.00		45.00	4.50		500.00	500.00
0216-821-0000-0000				MAINTENANCE OF VEHICLES	1,000.00		100.00	20.00		955.00	955.00
0216-825-0000-0000				SUPPLIES AND MATERIALS	500.00		621.13	15.53		400.00	400.00
0216-825-0001-0000				VETERINARY FEES	4,000.00	621.13	721.13	16.03		3,378.87	3,378.87
825 SUPPLIES & MATERIALS					4,500.00	621.13				500.00	500.00
0216-846-0000-0000				TIRES	500.00					800.00	800.00
0216-854-0000-0000				RENT	11,000.00	850.00	2,550.00	23.18	7,650.00	8,450.00	8,450.00
0216-855-0000-0000				DOG DISPOSAL FEES	100.00	35.00	80.00	80.00		20.00	20.00
0216-900-0001-0000				F.I.C.A.	2,035.00	252.74	661.34	32.50		1,373.66	1,373.66
0216				DOG ACCOUNT	46,230.00	5,027.67	10,793.48	23.35	7,650.00	27,786.52	35,436.52
0219				WINCHESTER FIRE DEPARTMENT							
0219-848-0000-0000				WINCHESTER FIRE DEPT - REGULAR	10,000.00	2,500.00	5,000.00	50.00		5,000.00	5,000.00
0219-848-0001-0000				WINCHESTER FIRE DEPT - CONTRACT	25,000.00	6,250.00	12,500.00	50.00		12,500.00	12,500.00
0219-848-0004-0000				TURNOUT GEAR	5,000.00					5,000.00	5,000.00
0219-848-0009-0000				ANNUAL EQUIP TESTING/CERTIFICATION	4,000.00	107.00	155.86	3.90	1,630.00	2,214.14	3,844.14
848 WINCHESTER FIRE DEPARTMENT					44,000.00	8,857.00	17,655.86	40.13	1,630.00	24,714.14	26,344.14
0219-900-0005-0000				PENSION CONTRIBUTION	4,000.00	3,000.00	3,000.00	75.00		1,000.00	1,000.00
0219				WINCHESTER FIRE DEPARTMENT	48,000.00	11,857.00	20,655.86	43.03	1,630.00	25,714.14	27,344.14
0231				PUBLIC SAFETY DISPATCH							
0231-192-0000-0000				LABOR SKILLED AND PROFESSIONAL	51,038.00	5,899.47	11,990.24	23.49		39,047.76	39,047.76
0231-192-0002-0000				HOLIDAY PAY	2,494.00	196.30	392.60	15.74		2,101.40	2,101.40
192 LABOR SKILLED & PROFESSIONAL					53,532.00	6,095.77	12,382.84	23.13		41,149.16	41,149.16
0231-197-0000-0000				OVERTIME	2,500.00	128.82	128.82	5.15		2,371.18	2,371.18
0231-806-0000-0000				OFFICE SUPPLIES	1,000.00	254.16	854.14	85.41		145.86	145.86
0231-811-0000-0000				TRAINING AND EDUCATION	500.00					500.00	500.00
0231-825-0000-0000				SUPPLIES AND MATERIALS	500.00					400.02	400.02
0231-826-0002-0000				CHARTER TOWER RENTAL	10,500.00	99.98	99.98	20.00		10,500.00	10,500.00

TOWN OF WINCHESTER
BUDGET REPORT - EXPENDITURES
FROM 7/01/2022 TO 9/30/2022

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TOWN OF WINCHESTER
B U D G E T R E P O R T - E X P E N D I T U R E S
FROM 7/01/2022 TO 9/30/2022

FUND 001 000 GENERAL FUND		AMENDED	MONTH TO DATE	YEAR TO DATE	YTD	OUTSTANDING	UNENCUMBERED	UNENCUMBERED
DEPT/ORG/PROG	DESCRIPTION	BUDGET	EXPENDITURES	EXPENDITURES	PERCENT	ENCUMBRANCES	BALANCE	BALANCE
0810	PARKS							
0811	PUBLIC CELEBRATIONS						2,000.00	2,000.00
0811-194-0000-0000	GENERAL LABOR	2,000.00					1,500.00	1,500.00
0811-596-0000-0000	HOLIDAY DISPLAYS-INSTALL/REMOVAL	1,500.00					1,500.00	1,500.00
0811-596-0001-0000	REPLACEMENT DISPLAYS	1,500.00					3,000.00	3,000.00
596	GENERAL LABOR	3,000.00					5,000.00	5,000.00
0811	PUBLIC CELEBRATIONS	5,000.00						
0812	RECREATION						28,720.14	28,720.14
0812-190-0000-0000	ADMINISTRATIVE SALARIES	37,683.00	4,414.69	8,962.86	23.78		110,124.49	110,124.49
0812-194-0000-0000	GENERAL LABOR	156,375.00	16,475.13	46,250.51	29.58		202.00-	202.00-
0812-194-0001-0000	HOLIDAY PAY	1,250.00		1,452.00	116.16		109,922.49	109,922.49
194	GENERAL LABOR	157,625.00	16,475.13	47,702.51	30.26		2,134.12	2,134.12
0812-197-0000-0000	OVERTIME	2,818.00	58.50	683.88	24.27		270.02	270.02
0812-806-0000-0000	OFFICE SUPPLIES	390.00	119.98	119.98	30.76		2,100.74	2,100.74
0812-807-0000-0000	TELEPHONE	2,400.00	184.98	299.26	12.47		500.00	500.00
0812-811-0000-0000	TRAINING AND EDUCATION	500.00		110.00	104.76		5.00-	5.00-
0812-814-0000-0000	MEMBERSHIP,DUES & SUBSCRIPTIONS	105.00		165.00	33.00		335.00	335.00
0812-818-0000-0000	CLOTHING ALLOWANCE	500.00		18.36	8.96		186.64	186.64
0812-819-0000-0000	VEHICLE ALLOWANCE	205.00		1,056.86	35.00		1,963.14	1,963.14
0812-820-0000-0000	VEHICLE:GAS,OIL & GREASE	3,020.00	414.23	4,825.91	27.06	11,494.09	13,009.09	13,009.09
0812-822-0000-0000	ELECTRICITY	17,835.00	2,516.27	89.60	2.00		4,400.40	4,400.40
0812-823-0000-0000	HEATING FUEL	4,490.00	89.60	5,874.27	26.31		16,455.73	16,455.73
0812-824-0000-0000	WATER AND SEWER RENT	22,330.00		504.40	8.89		5,170.60	5,170.60
0812-825-0000-0000	SUPPLIES AND MATERIALS	5,675.00	6,570.27	6,813.95	71.43	350.00	2,376.05	2,726.05
0812-826-0000-0000	MAINTENANCE OF EQUIPMENT	9,540.00	2,388.20	8,690.83	31.60	1,635.00	17,174.17	18,809.17
0812-827-0000-0000	MAINTENANCE OF GROUNDS	27,500.00		68.00	13.60	171.00	261.00	432.00
0812-830-0000-0000	CONTRACTED EQUIPMENT	500.00		1,550.16	16.81	4,669.84	3,000.00	7,669.84
0812-831-0000-0000	OUTSIDE SERVICES	9,220.00		250.00	1.92	3,375.00	9,375.00	12,750.00
0812-832-0000-0000	CONTRACTED LABOR	13,000.00	250.00	399.55	14.27	69.20	2,331.25	2,400.45
0812-841-0000-0000	RECREATION CELEBRATIONS	2,800.00	299.55	1,000.00	33.33		2,000.00	2,000.00
0812-841-0001-0000	RECREATION ASSISTED PROGRAMS	3,000.00	1,299.55	1,399.55	24.13	69.20	4,331.25	4,400.45
841	SPECIAL PROGRAMS	5,800.00					350.00	350.00
0812-842-0000-0000	BACKGROUND CHECKS	350.00					10,054.78	10,054.78
0812-900-0001-0000	FRINGE BENEFITS - FICA	15,158.00	1,602.56	5,103.22	33.67		220,591.27	242,355.40
0812	RECREATION	336,644.00	36,383.96	94,288.60	28.01	21,764.13		
0813	SENIOR CITIZENS/FAMILY SERVICES						51,794.38	51,794.38
0813-190-0000-0000	ADMINISTRATIVE SALARIES	69,415.00	8,009.37	17,620.62	25.38		18,422.72	18,422.72
0813-192-0000-0000	LABOR,SKILLED AND PROFESSIONAL	24,218.00	2,830.07	5,795.28	23.93		15,560.86	15,560.86
0813-193-0000-0000	SECRETARIAL/SUPPORT STAFF	20,567.00	2,597.40	5,006.14	24.34		4,500.00	4,500.00
0813-197-0000-0000	OVERTIME	4,500.00		360.00	9.23		3,540.00	3,540.00
0813-800-0001-0000	HEALTHY AGING PROGRAMS	3,900.00	240.00	857.82	42.89		1,142.18	1,142.18
0813-806-0000-0000	OFFICE SUPPLIES	2,000.00	460.79				600.00	600.00
0813-806-0002-0000	COPIER	600.00		857.82	32.99		1,742.18	1,742.18
806	OFFICE SUPPLIES	2,600.00	460.79	619.95	24.22	945.02	995.03	1,940.05
0813-807-0000-0000	TELEPHONE	2,560.00	196.80	498.60	99.72		1.40	1.40
0813-808-0000-0000	POSTAGE	500.00					100.00	100.00
0813-811-0000-0000	TRAINING AND EDUCATION	100.00		40.00	16.00		210.00	210.00
0813-814-0000-0000	MEMBERSHIP,DUES & SUBSCRIPTIONS	250.00					200.00	200.00
0813-819-0000-0000	VEHICLE ALLOWANCE	200.00						

TOWN OF WINCHESTER
BUDGET REPORT - EXPENDITURES
FROM 7/01/2022 TO 9/30/2022

FUND 001 000	GENERAL FUND	DEPT/OBJ/PROG	DESCRIPTION	AMENDED BUDGET	MONTH TO DATE EXPENDITURES	YEAR TO DATE EXPENDITURES	YTD PERCENT	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	UNEXPENDED BALANCE
0813	SENIOR CITIZENS/FAMILY SERVICES									
0813-820-0000-0000	VEHICLE:GAS,OIL & GREASE		112.17	4,000.00	370.52	9.26			3,629.48	3,629.48
0813-821-0000-0000	MAINTENANCE OF VEHICLES			5,000.00	59.95	1.20			4,940.05	4,940.05
0813-822-0000-0000	ELECTRICITY		2,550.86	10,519.00	4,733.46	45.00		5,766.54	19.00	5,785.54
0813-823-0000-0000	HEATING FUEL		225.62	10,519.00	450.32	4.28		9,149.68	919.00	10,068.68
0813-824-0000-0000	WATER AND SEWER RENT			3,025.00	500.26	16.54		2,524.74	2,524.74	2,524.74
0813-827-0000-0000	MAINTENANCE OF STRUCTURES		1,809.00	10,000.00	2,000.59	20.01		7,999.41	7,999.41	7,999.41
0813-832-0000-0000	CONTRACTED LABOR		2,221.62	17,531.00	3,569.82	20.36		6,913.12	7,048.06	13,961.18
0813-841-0000-0000	CELEBRATIONS			2,000.00					2,000.00	2,000.00
0813-846-0000-0000	TIRES			1,110.00					1,110.00	1,110.00
0813-900-0001-0000	FRINGE BENEFITS - FICA		1,014.16	11,862.00	2,384.63	20.10			1,110.00	9,477.37
0813-900-0002-0000	FRINGE BENEFITS-MEDICAL BENEFITS			1,094.00	523.40	47.84			570.60	570.60
900	FRINGE BENEFITS		1,014.16	12,956.00	2,908.03	22.45			10,047.97	10,047.97
0813	SENIOR CITIZENS/FAMILY SERVICES		22,267.86	205,470.00	45,391.36	22.09		22,774.36	137,304.28	160,078.64
0814	RURAL TRANSIT AUTHORITY									
0814-805-0000-0000	TRANSFER TO OUTSIDE AGENCY		5,744.00							
0910	MISCELLANEOUS									
0910-201-0005-0000	MEDICAL BENEFITS - FIREMEN		2,699.81	35,855.00	10,799.24	30.12			25,055.76	25,055.76
0910-205-0000-0000	HEART & HYPERTENSION - EXISTING		5,026.84	65,500.00	16,337.23	24.94			49,162.77	49,162.77
0910-205-0002-0000	BLOOD/AIRBORNE PATHOGENS			4,000.00					4,000.00	4,000.00
0910-205-0003-0000	DRUG/ALCOHOL TESTING & PHYSICALS		77.50	4,000.00	755.00	18.88			3,245.00	3,245.00
205	POST RETIREMENT BENEFITS		5,104.34	73,500.00	17,092.23	23.25			56,407.77	56,407.77
0910-388-0000-0000	UNNEGOTIATED SETTLEMENTS			90,000.00					90,000.00	90,000.00
0910-800-0009-0000	BANK FEES		239.46	12,000.00	869.49	7.25		1,823.69	9,306.82	11,130.51
0910-804-0000-0000	TRANSFER OUT OTHER FUNDS		85,000.00	1,020,000.00	255,000.00	25.00			765,000.00	765,000.00
0910-804-0001-0000	TOWN SUPPORT FOR EDUCATION		43,016.93	601,000.00	139,331.42	23.18			461,668.58	461,668.58
804	TRANSFER TO OTHER FUNDS		128,016.93	1,621,000.00	394,331.42	24.33			1,226,668.58	1,226,668.58
0910-807-0000-0000	TELEPHONE		1,214.29	30,000.00	4,880.66	16.27		327.66	24,791.68	25,119.34
0910-808-0000-0000	POSTAGE		1,000.00	22,000.00	1,821.91	8.28			20,178.09	20,178.09
0910-810-0000-0000	SERVICE CONTRACTS		149.81	25,000.00	7,830.48	31.32		1,089.97	16,079.55	17,169.52
0910-831-0001-0000	FRIENDS OF PARK FOND			8,000.00				7,840.00	160.00	8,000.00
0910-877-0000-0000	OTHER EXPENDITURES			4,000.00	18.62	.47			3,981.38	3,981.38
0910	MISCELLANEOUS		138,424.64	1,921,355.00	437,644.05	22.78		11,081.32	1,472,629.63	1,483,710.95
0911	DEFERRED CHARGES									
0911-202-0000-0000	SICK AND VACATION PAY ACCRUAL		246.68	140,000.00	4,927.08	3.52			135,072.92	135,072.92
0912	EDUCATION INDIRECT COSTS									
0912-192-0000-0000	LABOR,SKILLED AND PROFESSIONAL		3,920.00	53,200.00	3,920.00	7.37		49,280.00	49,280.00	49,280.00
0912-220-0000-0000	F.I.C.A.		299.86	4,070.00	299.86	7.37		3,770.14	3,770.14	3,770.14
0912	EDUCATION INDIRECT COSTS		4,219.86	57,270.00	4,219.86	7.37		53,050.14	53,050.14	53,050.14
0913	DEBT ADMINISTRATION									
0913-301-0000-0000	PRINCIPAL-BONDS JUNE 05 PROJECTS			392,000.00	392,000.00					
0913-302-0000-0000	INTEREST-BONDS JUNE 05 PROJECTS			23,477.00	15,678.60	66.78		7,798.40	7,798.40	7,798.40
0913-302-0009-0000	INTEREST-2022 INFRASTRUCTURE BOND			400,000.00				400,000.00	400,000.00	400,000.00
302	INTEREST COSTS			423,477.00				407,798.40	407,798.40	407,798.40
0913-304-0001-0000	CLEAN WATER PRINCIPAL		2,945.84	35,557.00	15,678.60	3.70		26,734.17	26,734.17	26,734.17
0913-304-0006-0000	CLEAN WATER INTEREST		271.82	3,055.00	8,822.83	24.81		26,734.17	26,734.17	26,734.17
0913-304-0008-0000	SEWER PLANT/PERCH ROCK PRINCIPAL			28,000.00	830.15	27.17		2,224.85	2,224.85	2,224.85
0913-304-0009-0000	SEWER PLANT/PERCH ROCK INTEREST			1,688.00						
304	DEBT SWR-WTR		3,217.66	68,300.00	1,125.00	66.65		563.00	563.00	563.00
					38,777.98	56.78		29,522.02	29,522.02	29,522.02

FUND	DEPT/OBJ/PROG	DESCRIPTION	AMENDED BUDGET	MONTH TO DATE EXPENDITURES	YEAR TO DATE EXPENDITURES	YTD PERCENT	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	UNEXPENDED BALANCE
0913	0913-804-0000-0000	DEBT ADMINISTRATION	150,000.00					150,000.00	150,000.00
0913	0913-804-0000-0000	TRANSFER OUT TO DEBT SERVICE FUND	150,000.00					150,000.00	150,000.00
0913	0913-804-0000-0000	DEBT ADMINISTRATION	1,033,777.00	3,217.66	446,456.58	43.19		587,320.42	587,320.42
0918	0918-203-0000-0000	RETIREMENT & PENSION CONTRIBUTION							
0918	0918-203-0000-0000	ANNUITY CONTRIBUTION-TOWN MGR	12,500.00	1,442.31	3,365.39	26.92		9,134.61	9,134.61
0918	0918-203-0000-0000	ANNUITY FINANCE DIRECTOR	6,450.00	744.24	1,736.56	26.92		4,713.44	4,713.44
0918	0918-203-0004-0000	ANNUITY - POLICE CHIEF	5,682.00	808.80	1,892.60	33.31		3,789.40	3,789.40
0918	0918-203-0005-0000	ANNUITY PUBLIC WORKS DIRECTOR	7,419.00	657.69	1,534.61	20.68		5,884.39	5,884.39
0918	0918-203-0006-0000	ANNUITY- ASST TOWN ENGINEER	5,682.00	655.65	1,529.85	26.92		4,152.15	4,152.15
0918	0918-203-0008-0000	ANNUITY - TOWN PLANNER	5,100.00					5,100.00	5,100.00
0918	0918-203-0009-0000	ANNUITY - FIRE CHIEF	6,311.00					6,311.00	6,311.00
0918	0918-203-0000-0000	203 Blue Shield	49,144.00					39,084.99	39,084.99
0918	0918-230-0000-0000	DEFINED BENEFIT PENSION CONTRIB	335,000.00	4,308.69	10,059.01	20.47		335,000.00	335,000.00
0918	0918-230-0004-0000	DEFINED CONTRIBUTION - TOWN MATCH	90,000.00					90,000.00	90,000.00
230	230 RETIREMENT		425,000.00					425,000.00	425,000.00
0918	0918-900-0001-0000	ANNUITIES - ER FICA	3,512.00	315.08	734.98	20.93		2,777.02	2,777.02
0918	0918-939-0000-0000	POLICE VERA CONTRIBUTION	20,000.00					20,000.00	20,000.00
0918	0918-939-0000-0000	RETIREMENT & PENSION CONTRIBUTION	497,656.00	4,623.77	10,793.99	2.17		486,862.01	486,862.01
0919	0919-381-0000-0000	MUNICIPAL INSURANCE							
0919	0919-381-0000-0000	MUNICIPAL INSURANCE	237,054.00	19,798.88	133,070.04	56.13	73,748.40	30,235.56	103,983.96
0919	0919-381-0001-0000	WORKERS COMPENSATION	230,657.00	44,397.96	88,797.69	38.50	86,795.91	53,063.40	141,859.31
381	381 MUNICIPAL INSURANCE		467,711.00	64,196.84	221,867.73	47.44	162,544.31	83,298.96	245,843.27
0919	0919-381-0000-0000	MUNICIPAL INSURANCE	467,711.00	64,196.84	221,867.73	47.44	162,544.31	83,298.96	245,843.27
0920	0920-250-0000-0000	UNEMPLOYMENT COMPENSATION							
0920	0920-250-0000-0000	UNEMPLOYMENT COMPENSATION EXPENSES	18,000.00					18,000.00	18,000.00
1000	1000 BOARD OF EDUCATION EXPENDITURES								
1000	1000-100-1000-0000	BOARD OF EDUCATION EXPENDITURES	20,672,513.00	1,350,490.00	4,047,407.84	19.58	16,625,105.16	16,625,105.16	16,625,105.16
1000	1000-100-1100-0000	BOE SINKING FUND EXPENDITURES	128,349.00					128,349.00	128,349.00
100	100 BOARD OF EDUCATION		20,800,862.00	1,350,490.00	4,047,407.84	19.46	16,753,454.16	16,753,454.16	16,753,454.16
1000	1000 BOARD OF EDUCATION EXPENDITURES		20,800,862.00	1,350,490.00	4,047,407.84	19.46	16,753,454.16	16,753,454.16	16,753,454.16
TOTAL	TOTAL EXPENDITURES		36,053,374.00	2,689,252.62	8,111,876.27	22.50	742,845.37	27,198,652.36	27,941,497.73

10/12/2022

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B U D G E T R E P O R T - R E V E N U E
FROM 7/01/2018 TO 9/30/2022

FUND 179 000 CAPITAL IMPROVEMENT PROGRAM 05

DEPT/OBJ/PROG	DESCRIPTION	AMENDED BUDGET	MONTH TO DATE REVENUE	YEAR TO DATE REVENUE	YTD PERCENT	TO BE COLLECTED
0999	BOE PEARSON					
0999-100-1000-2001	HINSDALE RENOVATION REFERENDUM	820,000.00				820,000.00
0999-110-0000-2016	FY16 GF COMMIT BALANCE TRANSFER	186,000.00				186,000.00
0999-110-0000-2017	FY17 GF COMMIT BALANCE TRANSFER	250,000.00				250,000.00
0999-110-0000-2018	FY18 GF COMMIT BALANCE TRANSFER	81,000.00				81,000.00
0999-110-0000-2019	FY19 GF COMMIT BALANCE TRANSFER	183,012.00				183,012.00
0999-110-0000-2020	FY20 GF COMMIT BALANCE TRANSFER	800,000.00				800,000.00
0999-110-0000-2021	FY21 GF COMMIT BALANCE TRANSFER	516,601.00				516,601.00
0999-110-0000-2022	FY22 GF COMMIT BALANCE TRANSFER	623,581.00				623,581.00
0999-110-0000-2023	FY23 GF COMMIT BALANCE TRANSFER	1,020,000.00				1,020,000.00
110	Head Teachers	3,660,194.00				3,660,194.00
0999-148-0100-1702	SUE GROSSMAN GREENWAY GRANT	1,437,385.90		129,660.96	9.02	1,307,724.94
0999-148-0100-1901	BRIDGE ST INTERSECT ENGINEERING	100,000.00		59,531.94	59.53	40,468.06
0999-148-0100-1902	WHITING STREET REPAIRS			6,900.00		6,900.00-
0999-148-1901-0000	BRIDGE ST ENGINEERING - STATE GRANT					
148	PLANNING, COMMUNITY, AND DEVELOPMENT	1,537,385.90		196,092.90	12.75	1,341,293.00
0999-210-0100-2201	GF APPROP - PD REPAIRS/RENOVATION	20,000.00				20,000.00
0999-311-0100-1403	SUCKER BROOK RD BRIDGE DOT 80%			601,966.02		601,966.02-
0999-311-0100-1907	LANSON DRIVE CULVERT - DOT 50%			500,452.63		500,452.63-
0999-311-1901-0000	WHITING ST RENOVATE - STATE GRANT	500,000.00		115,522.50	23.10	384,477.50
0999-311-1910-0000	FY19 LOCIP FUNDED ROAD REPAIRS	103,640.00				103,640.00
0999-311-2006-0000	CASE AVE BRIDGE DOT 80%	232,700.00		17,780.10	7.64	214,919.90
0999-311-2017-0000	FY20 LOCIP FUNDED ROAD REPAIRS	100,000.00				100,000.00
0999-311-2111-0000	FY21 LOCIP FUNDED ROAD REPAIRS	87,442.00		24,000.00		87,442.00
0999-311-2112-0000	OLD NEW HARTFORD ROAD REPAVE	87,442.00				87,442.00
0999-311-2206-0000	FY22 LOCIP FUNDED ROAD REPAIRS	87,295.00				87,295.00
0999-311-2301-0000	FY23 LOCIP FUNDED ROAD REPAIRS			1,259,721.25	105.11	61,202.25-
311	HIGHWAYS	1,198,519.00	543.93	37,165.54		37,165.54-
0999-748-0000-0000	INCOME ON INVESTMENTS			338,979.29		338,979.29-
0999-771-0000-0000	STATE OF CONNECTICUT					
0999-813-0100-2201	GF APPROP-SENIOR CTR A/C SYSTEM	7,500.00				7,500.00
0999-910-0804-2018	FY18 GF APPROPRIATION TRANSFER	135,090.00				135,090.00
0999-910-0804-2019	FY19 GF APPROPRIATION TRANSFER	1,394,000.00				1,394,000.00
0999-910-0804-2020	FY20 GF APPROPRIATION TRANSFER	1,150,000.00		1,462,000.00	127.13	312,000.00-
0999-910-0804-2021	FY21 GF APPROPRIATION TRANSFER	1,250,000.00		1,250,000.00		
0999-910-0804-2022	FY22 GF APPROPRIATION TRANSFER	1,075,000.00		1,075,000.00		
0999-910-0804-2023	FY23 APPROPRIATION TRANSFER	893,346.00	85,000.00	255,000.00	28.54	638,346.00
910	SENIOR CITIZENS	5,897,436.00	85,000.00	4,042,000.00	68.54	1,855,436.00
0999-915-0148-0000	LOCIP			184,883.00		184,883.00-
0999-915-0148-0001	OPERATING TRANSFER IN GF			2,843,012.00		2,843,012.00-
915	CAPITAL OUTLAY			3,027,895.00		3,027,895.00-
0999	BOE PEARSON	13,141,034.90	85,543.93	8,901,853.98	67.74	4,239,180.92
TOTAL REVENUE		13,141,034.90	85,543.93	8,901,853.98	67.74	4,239,180.92

B U D G E T R E P O R T - E X P E N D I T U R E S

10/12/2022

FROM 7/01/2018 TO 9/30/2022

FUND 179 000 CAPITAL IMPROVEMENT PROGRAM 05

DEPT/OBJ/PROG	DESCRIPTION	AMENDED BUDGET	MONTH TO DATE EXPENDITURES	YEAR TO DATE EXPENDITURES	YTD PERCENT	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	UNEXPENDED BALANCE
0113	REPLACEMENT OF VOTING BOOTHS							
0113-100-2301-0000	REPLACEMENT OF VOTING BOOTHS	7,000.00	6,963.14	6,963.14	99.47		36.86	36.86
0114	SOFTWARE							
0114-100-1601-0000	SOFTWARE	131,000.00		42,389.00	32.36	3,738.00	84,873.00	88,611.00
0114-100-1901-0000	INFRASTRUCT FINANCING-NONBONDABLE	400,000.00		400,000.00				
100 BOARD OF EDUCATION		531,000.00		442,389.00	83.31	3,738.00	84,873.00	88,611.00
0114	SOFTWARE	531,000.00		442,389.00	83.31	3,738.00	84,873.00	88,611.00
0115	GRAND LIST REVALUATION - OCT 2022							
0115-100-1801-0000	GRAND LIST REVALUATION - OCT 2022	180,000.00		21,629.65	12.02		158,370.35	158,370.35
0127	TOWN HALL BOILERS							
0127-100-2101-0000	TOWN HALL BOILERS	50,000.00		63,000.00	126.00		13,000.00-	13,000.00-
0127-100-2102-0000	TOWN HALL POLICE DEPT PLUMBING	30,000.00		8,900.00	29.67	21,100.00	21,100.00	21,100.00
0127-100-2103-0000	TOWN HALL SECURITY SYSTEM	20,000.00		19,995.85	99.98		4.15	4.15
0127-100-2104-0000	TH ROOF CUPOLA & ELEVATOR TOWER	20,000.00					20,000.00	20,000.00
0127-100-2301-0000	TOWN HALL ANNUAL REPAIRS/RENOVAT	15,000.00					15,000.00	15,000.00
0127-100-2302-0000	TOWN HALL EXTER & ATTIC BRICK WORK	25,000.00					25,000.00	25,000.00
100 BOARD OF EDUCATION		160,000.00		91,895.85	57.43		68,104.15	68,104.15
0127	TOWN HALL BOILERS	160,000.00		91,895.85	57.43		68,104.15	68,104.15
0129	SOLDIERS MONUMENT WINDOWS							
0129-100-2001-0000	SOLDIERS MONUMENT WINDOWS	125,000.00		100,848.84	80.68	24,150.99	.17	24,151.16
0129-100-2301-0000	SOLDIERS MONUMENT BUILDING UPGRADE	25,000.00					25,000.00	25,000.00
100 BOARD OF EDUCATION		150,000.00		100,848.84	67.23	24,150.99	25,000.17	49,151.16
0129	SOLDIERS MONUMENT WINDOWS	150,000.00		100,848.84	67.23	24,150.99	25,000.17	49,151.16
0145	COMPUTER LEASE							
0145-100-2101-0000	COMPUTER & SWITCH UPGRADES	75,000.00	9,771.00	71,398.80	95.20		3,601.20	3,601.20
0145-100-2301-0000	ANNUAL COMPUTER REPLACEMENT PROG	16,000.00					16,000.00	16,000.00
100 BOARD OF EDUCATION		91,000.00	9,771.00	71,398.80	78.46		19,601.20	19,601.20
0145	COMPUTER LEASE	91,000.00	9,771.00	71,398.80	78.46		19,601.20	19,601.20
0148	PRINTER-PLOTTER							
0148-100-1702-0000	SUE GROSSMAN GREENWAY GRANT	1,437,385.90	274,363.13	452,956.31	31.51	1,198,136.47	213,706.88-	984,429.59
0148-100-1702-0001	RETAINAGE EXP-SUE GROSSMAN GREENWY		14,440.16	14,440.16			14,440.16-	14,440.16-
0148-100-1901-0000	BRIDGE ST INTERSECT ENGINEERING	100,000.00		60,231.94	60.23		39,768.06	39,768.06
100 BOARD OF EDUCATION		1,537,385.90	288,803.29	527,628.41	34.32	1,198,136.47	188,378.98-	1,009,757.49
0148	PRINTER-PLOTTER	1,537,385.90	288,803.29	527,628.41	34.32	1,198,136.47	188,378.98-	1,009,757.49
0210	POLICE CRUISERS 2 EXISTING 1 NEW							
0210-100-1601-0000	POLICE VEHICLE DODGE CHARGER	3,918.00-					3,918.00-	3,918.00-
0210-100-1701-0000	POLICE SEDAN AWD AND EQUIP	7,174.00		10,087.00	140.60		2,913.00-	2,913.00-
0210-100-1702-0000	POLICE EXPEDITION 4 X 4 AND EQUIP	15,931.00		14,465.82	90.80		1,465.18	1,465.18
0210-100-1801-0000	DODGE CHARGER POLICE VEH W/EQUIP	20,894.00					20,894.00	20,894.00
0210-100-1901-0000	DODGE CHARGER POLICE VEH W EQUIP	40,000.00		35,992.00	89.98		4,008.00	4,008.00
0210-100-1902-0000	2 CHEV TAHOE POLICE VEH W/EQUIP	84,000.00		80,237.66	99.06		762.34	762.34
0210-100-2101-0000	2020 CHEVY TAHOE POLICE VEHICLE	45,000.00		45,022.39	100.05		22.39-	22.39-
0210-100-2102-0000	RADIOS	49,000.00					49,000.00	49,000.00
0210-100-2103-0000	DISPATCH EDP BACK	5,000.00					5,000.00	5,000.00
0210-100-2201-0000	2 POLICE CRUISERS	90,000.00		88,121.46	97.91		1,878.54	1,878.54
0210-100-2202-0000	BODY CAMERA EXPENSES			66,995.33			66,995.33-	66,995.33-

TOWN OF WINCHESTER
B U D G E T R E P O R T - E X P E N D I T U R E S
FROM 7/01/2018 TO 9/30/2022

FUND 179 000 CAPITAL IMPROVEMENT PROGRAM 05									
DEPT/OBJ/PROG	DESCRIPTION	AMENDED BUDGET	MONTH TO DATE EXPENDITURES	YEAR TO DATE EXPENDITURES	YTD PERCENT	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE	UNEXPENDED BALANCE	
0311	ROAD REPAIRS AND IMPROVEMENTS								
0311-100-2011-0000	SCHUEMAN ROAD FY20 PROJECT	75,000.00		79,941.46	106.59		4,941.46-	4,941.46-	
0311-100-2012-0000	REACHING HILL FY20 PROJECT	116,920.00		101,464.39	86.78	6,920.00	8,535.61	15,455.61	
0311-100-2013-0000	STOWE RD 2			5,251.05			5,251.05-	5,251.05-	
0311-100-2014-0000	OVERLOOK ROAD	426,000.00		445,062.96	104.47	13,044.62	32,107.58-	19,062.96-	
0311-100-2015-0000	SUCKERBROOK RD PAVING			42,920.99		1,687.30	44,608.29-	42,920.99-	
0311-100-2101-0000	FY20 LOCIP FUNDED ROAD REPAIRS	100,000.00		308,344.54	77.09	46,923.86	100,000.00	100,000.00	
0311-100-2101-0000	FY21 ROAD MAINTENANCE	400,000.00		181,945.96	129.06		44,731.60	91,655.46	
0311-100-2102-0000	PLOW TRUCK #6	140,973.00		25,000.00	83.33		40,972.96-	40,972.96-	
0311-100-2103-0000	PAVING BOX	30,000.00					5,000.00	5,000.00	
0311-100-2104-0000	TWO F550 TRUCKS W PLOWS	118,000.00		117,651.86	99.70	112,000.00	111,651.86-	348.14	
0311-100-2105-0000	SOUTH ROAD ENGINEERING								
0311-100-2106-0000	HIGHLAND LAKE NW STORM DRAINS	300,000.00		14,836.25	4.95	14,988.75	270,175.00	285,163.75	
0311-100-2107-0000	PRATT ST CULVERT & SIDEWALK	30,000.00		47,917.42	159.72	41,146.19	59,063.61-	17,917.42-	
0311-100-2108-0000	HOLABIRD AVE - COLONY TO FLORENCE	102,000.00		56,750.00	55.64	1,150.00	44,100.00	45,250.00	
0311-100-2109-0000	ESOURCE-ALLIN, GLBERT, LVLY, OAK, WETMOR	108,000.00		24,959.93	23.11	2,169.00	80,871.07	83,040.07	
0311-100-2110-0000	RYAN FIELD DRIVEWAY	22,000.00		8,600.00	39.09	8,500.00	4,900.00	13,400.00	
0311-100-2111-0000	FY21 LOCIP FUNDED ROAD REPAIRS	87,295.00					87,295.00	87,295.00	
0311-100-2201-0000	FY22 ANNUAL FUNDED ROAD MAINTENANCE	500,000.00	58,817.45	494,525.21	98.91	191,256.12	185,781.33-	5,474.79	
0311-100-2202-0000	CASE AVE - MAIN ST TO GAY ST	30,000.00		53,322.00	177.74	3,621.20	26,943.20-	23,322.00-	
0311-100-2203-0000	UPLAND ROAD	130,000.00		5,516.50	4.24	1,250.00	123,233.50	124,483.50	
0311-100-2204-0000	PW DIRECTOR PICKUP TRUCK	30,000.00		29,966.00	99.89		34.00	34.00	
0311-100-2205-0000	PAYLOADER	111,110.00		209,148.11	188.24		98,038.11-	98,038.11-	
0311-100-2301-0000	FY 2023 ANNUAL ROAD MAINTENANCE	400,000.00	76,736.27	117,872.27	29.47	32,127.73	250,000.00	282,127.73	
0311-100-2302-0000	SMITH HILL BRIDGE MAINTENANCE	125,000.00					125,000.00	125,000.00	
0311-100-2303-0000	WINCHESTER CENTER CEMETARY EXPANS	115,000.00					115,000.00	115,000.00	
0311-100-2304-0000	FOREST VIEW-SHED ROAD AND CHAPEL	30,000.00					30,000.00	30,000.00	
0311-100-2305-0000	PW FACILITY - STAGING AREA	150,000.00					150,000.00	150,000.00	
0311-100-2306-0000	PW FACILITY - ROOF REPLACEMENT	60,000.00					60,000.00	60,000.00	
0311-100-2307-0000	PLOW TRUCK #7 - 6 YR LEASING PROG	43,000.00				258,000.00	215,000.00-	43,000.00	
0311-100-2308-0000	COMMUNITIES CHALLENGE GRANT-MATCH	200,000.00					200,000.00	200,000.00	
100 BOARD OF EDUCATION		8,211,903.00	151,106.69	8,155,538.79	99.31	608,777.18	552,412.97-	56,364.21	
0311-200-1601-0000	ROAD IMPROVEMENTS 15-16			594.15		405.85	1,000.00-	594.15-	
0311	ROAD REPAIRS AND IMPROVEMENTS	8,211,903.00	151,106.69	8,156,132.94	99.32	609,183.03	553,412.97-	55,770.06	
0812	ZERO TURN MOWER								
0812-100-2101-0000	ZERO TURN MOWER	7,900.00	10,049.00-	6,749.00	85.43		1,151.00	1,151.00	
0812-100-2201-0000	WALKER FIELD DUGOUT	65,000.00		33,236.68	51.13	18,969.00	12,794.32	31,763.32	
0812-100-2301-0000	PARK/REC - NEW MOWER	9,850.00	10,049.00	10,049.00	102.02		199.00-	199.00-	
0812-100-2302-0000	WALKER FIELD-SCOREBOARD ELEC REP	8,000.00				3,056.80	4,943.20	8,000.00	
0812-100-2303-0000	PARK/REC-TRACTOR W/LOADER ATTACH	27,750.00				29,100.00	1,350.00-	27,750.00	
100 BOARD OF EDUCATION		118,500.00		50,034.68	42.22	51,125.80	17,339.52	68,465.32	
0812	ZERO TURN MOWER	118,500.00		50,034.68	42.22	51,125.80	17,339.52	68,465.32	
0813	SENIOR CENTER IMPROVEMENTS								
0813-100-0000-0000	SENIOR CENTER IMPROVEMENTS		7,500.00	7,500.00			7,500.00-	7,500.00-	
0813-100-2201-0000	SENIOR CENTER VAN VIA GRANT	12,000.00					12,000.00	12,000.00	
0813-100-2203-0000	SR CNTR-A/C SYST COMPRESSOR REFL	7,500.00					7,500.00	7,500.00	
100 BOARD OF EDUCATION		19,500.00	7,500.00	7,500.00	38.46		12,000.00	12,000.00	
0813	SENIOR CENTER IMPROVEMENTS	19,500.00	7,500.00	7,500.00	38.46		12,000.00	12,000.00	

TOWN OF WINCHESTER
B U D G E T R E P O R T - E X P E N D I T U R E S
FROM 7/01/2018 TO 9/30/2022

FUND 179 000 CAPITAL IMPROVEMENT PROGRAM 05		AMENDED	MONTH TO DATE	YEAR TO DATE	YTD	OUTSTANDING	UNENCUMBERED	UNEXPENDED
DEPT/OBJ/PROG	DESCRIPTION	BUDGET	EXPENDITURES	EXPENDITURES	PERCENT	ENCUMBERANCES	BALANCE	BALANCE
0813	SENIOR CENTER IMPROVEMENTS			10,397.11			10,397.11-	10,397.11-
0915	BOE PEARSON PROJECT			4,844.16		15,000.00	10,155.84	4,844.16-
0915-148-0000-0000	MAIN STREET PROJECT			15,241.27	38.46	15,000.00	241.27-	15,241.27-
0915-311-0001-0000	HOLABIRD AVE ENGINEERING							
0915	BOE PEARSON PROJECT							
1000	HINSDALE SCHOOL CAPITAL							
1000-100-1701-0000	MOTHEBALL HINSDALE SCHOOL	100,000.00					100,000.00	100,000.00
1000-100-1901-0000	HINSDALE ENGINEERING -NOT BONDABLE	153,575.00		153,575.00				
100	BOARD OF EDUCATION	253,575.00		153,575.00	60.56		100,000.00	100,000.00
1000-878-0000-0000	HINSDALE SCHOOL-ARCHITECT DESIGN	710,000.00					710,000.00	710,000.00
1000-878-0001-0000	HINSDALE SCHOOL-OTHER PROFESS FEES	110,000.00					110,000.00	110,000.00
878	TOTAL	820,000.00					820,000.00	820,000.00
1000	HINSDALE SCHOOL CAPITAL	1,073,575.00		153,575.00	14.31		920,000.00	920,000.00
TOTAL EXPENDITURES		13,141,034.90	1,250,801.54	10,857,921.91	82.63	2,654,513.23	371,400.24-	2,283,112.99

Boards & Commissions

CONSIDERATION

Date	Name	Board/Commission	Party Affiliation	Permanent/Alternate	Term Dates	Appointing Authority
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NOMINATIONS

Date	Name	Board/Commission	Party Affiliation	Permanent/Alternate	Term Dates	Appointing Authority
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APPOINTMENTS

Date	Name	Board/Commission	Party Affiliation	Permanent/Alternate	Term Dates	Appointing Authority
10/17/2022	Kevin O'Connell	Economic Development Commission		Member moving to Alternate member/	4/2027	BOS
10/17/2022	Shane Deschamps	Economic Development Commission	D	Alternate member moving to permanent member	4/2023	BOS

RE-APPOINTMENT

Date	Name	Board/Commission	Party Affiliation	Permanent/Alternate	Next Term Exp	Appointing Authority
10/17/2022	George Closson	Planning & Zoning Commission	D	Chairman	10/2027	BOS
10/17/2022	Peter Marchand	Planning & Zoning Commission	U	Member	10/2027	BOS

RESIGNATION

Date	Name	Board/Commission	Party Affiliation	Permanent/Alternate	Next Term Exp	Appointing Authority
10/17/2022	Lara Green-Kazlauskas	Architectural Review Committee	D	Member	expired	Planning & Zoning Commission

Boards & Commissions

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Board/Commission	Position	Openings	Meets On	Appointing Authority
Board of Assessment Appeals	Alternate	1	As needed; several nights in March and several days in September	Board of Selectmen
Conservation Commission	Regular	1	2nd Thursday of each month, 5PM.	Board of Selectmen
Architectural Review Committee	Regular	2	3rd Thursday of each month, 5PM	Planning and Zoning Commission
Laurel City Commission	Regular	5	TBD but monthly	Board of Selectmen
Economic Development Commission	Alternate	1	1st & 3rd Tuesday of each month, 7PM	Board of Selectmen

From: Shayne Deschamps <deschampsshayne@gmail.com>

Sent: Tuesday, October 4, 2022 7:11 PM

To: Josh Kelly <jskelly@townofwinchester.org>

Cc: Dewees Yeager <wdyeager3@gmail.com>; linda groppo <l.groppo@sbcglobal.net>

Subject: EDC Commission

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Good evening Josh, at our EDC meeting tonight we discussed Kevin O'Connell's resignation to step down on the commission to an alternate. I'd like to step up and fill Kevin's stop, this was also mentioned at our meeting tonight.

Please let me know if you need anything from me to make this process move forward.

Thanks!

George N. Closson
59 Lakeview Road
Winsted, CT 06098

6 October 2022

Josh Kelly, Town Manager
Town of Winchester
338 Main Street
Winsted, CT 06098

Re: Reappointment to the Planning & Zoning Commission

Dear Josh,

My term on the Planning & Zoning Commission expires in October. This is written to indicate my desire to be reappointed to a full term.

Sincerely yours,



George N. Closson
860-379-6433

Terry Hall

From: Peter & Noreen Marchand <marchand.pn@gmail.com>
Sent: Tuesday, October 11, 2022 11:03 AM
To: Terry Hall
Subject: Re: P&Z Commission membership

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Yes please put me on for another term.

Thank you
Peter

On 10/11/2022 10:36 AM, Terry Hall wrote:

Good morning Peter,

Your Commission on Panning & Zoning is set to expire at the end of this month. Are you interested in another term? I would like to put it on this upcoming Monday's Board of Selectmen's agenda if you are planning another term.

I attached your letter as it was quicker to email it that send it in the mail.

Thank you,

Terry L. Hall
Administrative Assistant
Town Of Winchester
860-738-6078
thall@townofwinchester.org

CONFIDENTIALITY NOTICE:

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Terry Hall

From: Lara Green-Kazlauskas <larakaz69@gmail.com>
Sent: Thursday, September 29, 2022 6:17 PM
To: Terry Hall
Subject: Re: Architectural Review Committee

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I was an alternate. Due to all of my current obligations, I am unable to return.
Thank you,
Lara

On Thu, Sep 29, 2022 at 4:43 PM Terry Hall <thall@townofwinchester.org> wrote:

Good afternoon Committee members,

It has been brought to my attention that most of the Committee members on the Architectural Review Committee need to be reappointed. If you would like to be reappointed, please email so I can add it to the BOS meeting Monday night. Also I need to know if you appointed a new chairman? Doug, I don't have an email for Linda, can you let me know if she would like to be reappointed?

Thank you,

Terry L. Hall

Administrative Assistant

Town Of Winchester

860-738-6078

thall@townofwinchester.org

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TOWN OF WINCHESTER – CITY OF WINSTED

Town Hall – 338 Main Street

WINSTED, CONNECTICUT 06098

FUND POLICY

POLICY: Anti-Blight Fund
EFFECTIVE DATE: _____, 2022
APPROVED BY: Winchester Board of Selectmen
DATE APPROVED: _____, 202_

Action

The Town of Winchester, CT hereby establishes the Anti-Blight Fund to be used at under the purview of this fund policy.

Purpose & Scope

This Fund is intended to be expended in a way that substantially contributes to the reuse and re-beautification of blighted properties, brownfields, and other properties around town in a general state of disrepair.

Definitions

Blight/Blighted: Any property, public or private, that would be considered “blight” or “blighted” under the Town’s Blight Ordinance.

Brownfield: Any property, public or private, that is unused or underused due to real or perceived contamination located at the site.

State of Disrepair: Any property, public or private, that includes a building that is dilapidated, unsightly, or otherwise damaged to a point where it is no longer usable by conventional standards.

Funding

All fees collected by the Town as part of a proceeding under the Blight Ordinance shall be deposited into the Anti-Blight Fund. Beyond that, the Board of Selectmen shall be permitted to allocate money into the Anti-Blight Fund as a part of the annual operating budget if they should so choose and members of the public are permitted to make private donations to the fund.

Expenditure Eligibility

CATEGORY 1 – ADDRESSING MATTERS OF BLIGHT

Funds may be used by the Town Manager to cover costs associated with executing the Anti-Blight Ordinance and remediating issues of blight in town, including:

- the Town Attorney's time spent working on Blight-related matters, both in and out of court;
- the demolition of dilapidated Town-owned buildings in a state of disrepair that were obtained through the blight process;
- correcting egregious blight conditions on properties where they occur with proper liens being filed on those properties thereafter, in accordance with the Anti-Blight Ordinance;
- hiring workers and contractors to assist with activities permitted by the Anti-Blight Ordinance;
- improve blighted properties with an allocation totaling no more than 15% of the balance of the fund; and
- any other work that the Town must conduct to wholly execute the Anti-Blight Ordinance, as adopted by the Board of Selectmen.

CATEGORY 2 – OTHER USES

Funds may also be used, following the recommendation of the Town Manager and an authorizing vote of the Board of Selectmen, to:

- conduct town beautification projects;
- improve blighted properties with an allocation from the fund totaling more than 15% of the balance of the fund;
- create trails and other recreational opportunities on Town land;
- complete improvements in Town-owned buildings;
- designate a portion as a match for any grant that would assist with town beautification, infrastructure enhancement, and/or building enhancement; and
- conduct any other activity related to the beautification of the Town of Winchester and the remediation of blighted properties or brownfield properties, or properties in a state of disrepair.

All expenditure authorizations are conditional on enough money being available in the fund to cover the cost of the approved action or project.

If the total amount of money in the Anti-Blight Fund exceed 0.6% of the Town's total currently-adopted operating budget, up to an amount totaling the difference between 0.6% of the Town's total currently-adopted operating budget and the amount in the Anti-Blight Fund may be transferred to a different account by a majority vote of the Board of Selectmen.

Procedure

Department Directors, the Blight Enforcement Officer, the Selectmen, or the Town Attorney may make recommendations to the Town Manager of actions and projects that should be undertaken with funding from the Anti-Blight Fund. The Town Manager may also develop and further ideas of his or her own. If the Town Manager is in agreement with the use of the funds in the manner recommended and the action or project falls under the eligibility requirements to be considered a part of "Category 1" (outlined above), the Town Manager may give his written consent for the action or project to be undertaken with said monies.

If the Town Manager is in agreement with the use of the funds in the manner recommended and the action or project falls under the eligibility requirements to be considered a part of “Category 2” (outlined above), the Town Manager shall present the proposal to the Board of Selectmen and shall not proceed with said action or project until such a time as the Board of Selectmen elects to authorize the action or project with an affirmative majority vote.

All authorizations for use of the Fund shall be kept on file in the Town Manager’s office for a period of time in accordance with State Statute.

Unless otherwise stated in the written authorization given by the Town Manager or the Board of Selectmen, any use of the Anti-Blight Fund to correct blight conditions on a private property shall result in that property being liened by the Town in the amount it cost to correct said condition(s).

Adoption & Revisions

This policy must be adopted and can only be revised by an affirmative majority vote of the Board of Selectmen.

This policy was originally adopted on _____, 202_ and has not been revised.



TOWN OF WINCHESTER – CITY OF WINSTED

Town Hall – 338 Main Street

WINSTED, CONNECTICUT 06098

OFFICE OF THE TOWN MANAGER

Letter of Acknowledgement for Contribution to the Anti-Blight Fund

Date:

Donor Name:

Donor Address:

Donor Email Address:

Donor Phone Number:

Amount Donated:

Dear _____,

Thank you for your contribution of \$_____ to the Town of Winchester's Anti-Blight Fund. Your donation was received on _____.

No goods or services were provided in exchange for your contribution.

We sincerely appreciate your thoughtful donation to this fund.

With thanks,

Josh Kelly
Town Manager

Chapter XX

FREEDOM OF INFORMATION ACT

§ XX-1. Adherence to State Law.

The Town of Winchester hereby affirms its commitment to upholding Chapter 14 of the Connecticut General Statutes, the Connecticut Freedom of Information Act. The Town shall conform to all provisions found therein.

§ XX-2. Training and Compliance.

The Town Manager shall be responsible for providing guidance to Town staff on the Freedom of Information Act, establishing standard operating procedures for town departments, boards, and commissions on the Freedom of Information Act, and for overseeing the attainment of Freedom of Information Act compliance for all town departments, boards, and commissions.

§ XX-3. Fees.

The Town shall levy fees for all requests made under the Freedom of Information Act in accordance with the following schedule:

Viewing Easily-Accessible Documents (no copies made)	Free of Charge
Viewing Archived Documents (no copies made)	Price to be calculated based on the number of staff members that must work to retrieve the requested document, the number of hours it will take each involved staff member to complete the retrieval, and the rate of pay associated with the involved staff members, as defined by CGS Sec. 1-212(b)(4).
Photographing or Self-Copying Documents (on a cell phone, etc.)	A flat rate of \$20.00 for as many pictures as the requestor wishes to take per FOIA request, as outlined in CGS Sec. 1-212(g).
Printed 8.5x11" Copies Provided by Town	\$0.25 per page
Oversized Printed Copies Provided by Town	\$6.00 per copy
Electronic Copies Provided by Town	\$0.15 per page
Production of New Documents	Price to be calculated based on the number of staff members that must work to create the requested document, the number of hours it will take each involved staff member to complete the work, and the rate of pay and cost of benefits associated with the involved staff members, as defined by CGS Sec. 1-212(b)(4).

Fees shall be collected by the Town Manager's Office; fees equal to or greater than \$10.00 must be paid in advance of the documents being released or made viewable by the Town. Fees may be waived by the Town Manager in accordance with CGS Sec. 1-212(d). New requests may not be made by members of the public until all fees associated with prior requests are paid in full.

§ XX-4. When effective.

This chapter shall be effective fifteen (15) calendar days following the Board of Selectmen's adoption of the ordinance.

Town of Winchester

DRAFT Housing Affordability Plan

2022-2027



Adopted: [insert date]



Table of Contents

Message from the Steering Committee

I. Introduction

- Why does Winchester need a housing affordability plan?
- How do you define housing affordability?
- Why has housing become unaffordable for so many?
- How was this plan developed?
- What is "Fair Housing"?

II. Assessment of Housing Needs and Current Housing Stock

- What do Winchester residents say about housing needs?
- What are the demographic and employment trends that will affect our housing needs?
- What does our current housing stock look like?
- Regional housing needs

III. Land Use and Zoning Assessment

- What residential uses do the zoning regulations allow? Where?
- How much land is preserved and cannot be built on?

IV. Goals and Strategies

- How can Winchester address its identified housing needs over the next 5 years?

V. Appendix/Resource links

- Where can I go for more information?



Message from the Steering Committee

The Town of Winchester already has a more diverse and affordable range of housing options than most of its fellow towns in Litchfield County. It should not be asked to provide more than its fair share of the affordable housing options for the region.

We have created this plan because State law requires us to do so. The State law passed in 2017 (Statute 8-30j) requires every municipality in the State to prepare and adopt an affordable housing plan. It further states that, "Such plan shall specify how the municipality intends to increase the number of affordable housing developments in the municipality." We would like the State to recognize and address the following:

- **State housing programs and policies should focus on and enable homeownership.** Currently, many renter households are paying rents that are equivalent to or higher than a mortgage payment. Assisting these households to become owners should be the priority.
- **The State should invest in job training and advancement.** Building more affordable housing units is not going to solve the core problem. The State needs to address the issue of low wages by investing in job training and advancement.
- **The percentage of affordable housing options in the region's other towns is significantly less than Winchester.** Of Winchester's current housing stock, 9.3% is dedicated to remaining affordable for households below 80% of the area median income. Most of the surrounding towns in Litchfield County, except for the City of Torrington, have less than 3% of their housing stock dedicated to remaining affordable to these households. Yet, according to state and federal Fair Housing law, the units of affordable housing in Winchester must be equally available to all qualified people from any town. In addition to its stock of dedicated affordable housing, Winchester also has more housing units that are affordable by nature (because they are smaller, multi-unit buildings, or older) than surrounding towns. Winchester should not be expected to solve the region's need for more affordable housing options alone.

While we believe the above issues must be addressed, we have also seen the following current housing challenges for our residents:

- **Investors have started buying rental properties** in the town and are raising rents beyond the current residents' ability to pay. We need to find paths to homeownership for many of these households.
 - 286 residents requested housing or shelter assistance over the last 12 months according to 211 of Connecticut.
- We have **senior residents** who have lived here their whole lives that are currently living in their car or in the shelter because they cannot find suitable, affordable, senior housing options. We do not want our seniors to experience this.
 - 134 senior households were on the waiting list for housing at Winchester Housing Authority properties.

The State required Housing Affordability Plan that follows seeks to address these current housing challenges that our residents are experiencing while we await the State's action to address the more long standing core challenges described above.

- Winchester's Housing Plan Steering Committee



Introduction

Why does Winchester need a plan for housing affordability?

A State law passed in 2017 (Statute 8-30j) requires every municipality to prepare and adopt an affordable housing plan at least once every five years. In 2021, the Town of Winchester received a grant from the Connecticut Department of Housing to undertake a proactive planning process and lay out a strategy for meeting the housing needs of existing and future residents and workers.

The town created a Housing Plan Steering Committee which met monthly to provide feedback throughout the planning process and to ensure that the community was invited to participate early and often in the conversation around housing affordability needs and possible strategies for meeting those needs.

Winchester Housing Plan Steering Committee Members:

- **Todd Arcelaschi**, Mayor
- **Josh Kelly**, Town Manager
- **Linda Groppo**, Selectwoman
- **Candy Perez**, Selectwoman
- **Pinky Mangione**, Winchester Housing Authority
- **Nick Teeling**, community member
- **Christine Hunter**, realtor
- **Jayne Martigneni**, Winchester Housing Authority
- **Pam Colombie**, Land Use Department
- **Katie Vaill**, Director of Social Services

Planning facilitation and technical assistance provided by:
Jocelyn Ayer, Director, Litchfield County Center for Housing Opportunity

How do you define housing affordability?

Housing is considered affordable if it costs no more than 30% of a household's income. This is important because when households have to spend more than 30% of their income on housing costs, they don't have enough left over to pay for all their other needs including food, gas, clothing, healthcare, childcare, etc. **This has a dragging effect on the local economy** because residents don't have much left in their household budget after these basic needs are met to go out to dinner or spend money at other local businesses. In Winchester:

- **1,410 households** were spending more than 30% of their income on housing costs.
- 640 of those households were spending more than 50% of their income on housing costs; this is considered severely cost burdened.¹

Housing affordability is not just a challenge in Winchester, it is a statewide and nationwide challenge. There are a few key reasons for this: 1) **The cost of housing has risen faster than incomes over the last 30 years** and 2) the **supply of new homes being built cannot keep**

¹ Source: "CHAS" data (Comprehensive Housing Affordability Strategy), HUD released on September 29, 2021, for the 2014-2018 period.

up with demand. The ability to meet demand, especially for “downsizing” options for older adults and multi-family or condominium options is affected by:

- the cost and availability of buildable land,
- high construction costs, and
- long or uncertain permitting processes in some towns.

Finding and keeping housing that is affordable is most challenging for households that earn under 80% of the Litchfield County median income. In 2021 this was \$57,680 for a single person or \$82,320 for a household of 4 people. The State Department of Housing keeps a list of how many housing units in each town are dedicated to remaining affordable to households at or below 80% of the area median income (AMI)- this is also referred to as the “Affordable Housing Appeals List”.

Winchester had 1,955 households that earned less than 80% of the area median income and had 609 housing units dedicated to remaining affordable to them according to the State’s Affordable Housing Appeals List (2021).

We say these 609 housing units are dedicated to remaining affordable because they are owned, managed, and/or provided funding by an entity that assures that the households who live there do not have to pay more than 30% of their income on housing costs and that these households are earning less than 80% of the area median income. These are entities like the Winchester Housing Authority and the CT Housing Finance Authority (CHFA). *(See the appendix for Winchester’s inventory of dedicated affordable homes)*

Rents and sales prices of homes in Winchester have generally been more affordable than those costs in some of the surrounding towns in Litchfield County. However, because of the short supply of housing in general (especially newer homes) sales prices and rents are rising beyond the reach of many households in all Litchfield County towns. Add in the costs of home heating, cooling, and maintenance of older homes and many households in Winchester are having to spend more than 30% of their incomes on housing costs (1,274 households in 2018) despite the costs being lower than in some surrounding towns.

The Town of Winchester will not be asked to pay for the construction or operation of housing that is affordable. The purpose of this plan is to collect data and information about the housing needs of those who live and work in Winchester and look for ways to address those housing needs. There are many existing state and federal programs that pay for the construction of new affordable homeownership and rental opportunities. It was these types of state and federal programs that organizations such as the Winchester Housing Authority and Winchester Housing Development Corp. received funding through to construct the existing affordable housing in town. The town did not pay for the construction and does not pay for the operations of these affordable units.

The goals and strategies detailed in this plan are intended to help the town take advantage of existing programs and resources to address the housing needs of those who live and work in Winchester.

What does
dedicated
affordable
mean?

Will the town
have to pay for
affordable
housing?

1. Assess housing needs

2. Assess existing housing stock

3. Create plan for meeting unmet housing needs

TRABAJAN EN WINSTED?
**POR FAVOR
TOME NUESTRA ENCUESTA
DE 3 MINUTOS**

El Comité Directivo del Plan de Vivienda de Winchester/Winsted está trabajando en un plan para atender las necesidades de vivienda de los residentes y trabajadores. Tómese 3 minutos para informarnos sobre sus necesidades de vivienda a través de esta encuesta en línea.

JOIN US FOR AN INFORMATIONAL MEETING

**WHY DOES WINCHESTER
NEED A HOUSING PLAN?**

THURSDAY March 3, 2022 | 7 PM

Virtual meeting via Zoom

Meeting ID: 814 3955 0078

Passcode: 500877

Visit the town's website for a direct Zoom link or [click here](#).

Topics will include:

- Why are we developing a town housing plan?
- What do Winchester residents say about their housing needs?
- What's next?
- How can I provide feedback on this Housing Plan?

HOSTED BY: Winchester's Housing Plan Steering Committee

**Town of Winchester Housing Affordability Plan
Community Feedback Forum**

We want your feedback! All residents welcome!

Learn about why rents are rising so fast, how homeownership can be more affordable, how older adults can be helped to downsize, and how you can help.

**Tuesday, May 31
noon via Zoom**

Please go to the town website for the Zoom link or [click here](#).

POSTPONED:

The in-person version of this meeting that was going to be held at 7pm at Town Hall has been postponed. The Zoom forum at noon is still being held.

Come hear about the proposed goals and strategies for a new Winchester housing affordability plan.

Then give us your feedback.

Hosted by: Winchester Housing Plan Steering Committee

Housing Affordability Plan Process + Timeline

October/November 2021

- Housing Plan Steering Committee established
- Set monthly meeting schedule
- Review analysis of housing and demographic data

December/January 2022

- Review inventory of existing affordable housing
- Develop and launch resident housing needs survey
- Develop worker housing needs survey

January/February 2022

- Launched worker housing needs survey; outreach in Spanish and English
- Assessed housing needs based on data analysis and survey results

March/April 2022

- Held informational meeting about housing plan (March 3)
- Began developing goals and strategies to meet identified housing needs

May/June 2022

- Held community feedback forum on goals and strategies (May 31st)
- Developed DRAFT Housing Affordability Plan

July/August 2022

- Meeting with Planning & Zoning Commission to determine consistency with Plan of Conservation and Development
- Revisions based on feedback

September/October 2022 (TBD)

- Final draft of Plan prepared and posted in the town clerk's office and on the town website for the required 35-day review period.
- Board of Selectmen holds public hearing and adopts plan
- Final adopted plan is posted on the town's website and with the town clerk.

What is Fair Housing?

The following information is from the **Connecticut Fair Housing Center**:

Fair Housing rules apply to all homes in Winchester whether they are affordable or not.

Fair Housing is the sale/rental of housing free of discriminatory practices or policies.

Housing discrimination is illegal in Connecticut. Specifically, it is against the law to deny anyone housing because of their:

- Race
- Color
- National origin
- Sex (gender)
- Religion
- Children or family status
- Disability (mental or physical)
- Ancestry
- Marital status
- Age (except minors)
- Sexual orientation
- Gender identity or expression
- Legal source of income (refusing to accept Section 8, for example)
- Veteran status

A group of people who share characteristics that are protected from discrimination are known as a **“protected class.”**

What does housing discrimination look like?

Refusals to rent or sell. A landlord, owner or real estate professional refuses to rent or sell to you because you are a member of one of the protected classes listed above.

Misrepresenting the availability of housing. A landlord, owner, or real estate agent tells you that an apartment, house, or condominium is not available, when in fact it has *not* been rented or sold, because you are a member of one of the protected classes listed above.

Discrimination in terms and conditions. You are treated differently by a landlord, owner, or real estate agent and given different conditions, terms, rules or requirements than others because you are a member of one of the protected classes listed above.

Use of threats, intimidation or coercion. A landlord, owner or real estate professional attempts to prevent you from renting or buying a home by suggesting that you will not be safe or that neighbors may not want you to move in, because you are a member of one of the protected classes listed above.

Discriminatory advertising. A landlord, owner or real estate professional puts an ad in a newspaper, creates a brochure, or makes a spoken statement that shows preferences or limitations for certain people because they are members of one of the protected classes listed above.

Affirmatively Furthering Fair Housing

All municipalities in Connecticut are required to take actions to identify and remove impediments to fair housing. Many people in the protected classes are disproportionately lower-income making a lack of affordable housing options a core impediment to fair housing choice.



Assessment of Housing Needs & Current Housing Stock

What do residents say about housing needs?

Resident Survey

In December and January 2022, the Housing Plan Steering Committee conducted a survey to collect feedback from residents. The notice inviting residents to take the survey was posted on the town's website, at town hall, in the town's e-newsletter, and on social media. 292 responses to the survey were received. A link to the full survey results are included in the appendix to this plan. Here is a summary of results from the Resident Housing Needs Survey:

- **60%** think the cost of housing in town affects the town's ability to **attract/retain younger people or young families**.
- **54%** think the cost of housing in town affects the ability of **people who work in town** to live here.
- **49%** think the town needs programs that help with the costs of **rehabilitation of older homes**.
- **46%** think the town needs **home renter options** that young families and young adults can afford.
- **46%** think town needs **first time homebuyer options** that allow renters to purchase their first home
- **38%** **had experienced barriers** to finding the type of housing they would like to have in Winchester.



"We are a small family who would love to buy a home in Winsted."

"It took me a year of looking almost to find a 3 bedroom where rent wasn't jacked up to where I couldn't pay it."

"Winsted needs additional affordable senior living on one floor, similar to the property on Gay Street."

"Keeping folks – of all ages – IN their OWN homes should be considered important."

NCCC Student Survey

The town also conducted a survey of the housing needs of **Northwest CT Community College students**. 53 students responded to the survey; 82% of which did not currently live in Winchester. 42% said they would like to live in Winchester now and another 31% they would like to live in Winchester in the future.



"Affordable student rental options would help a lot of students looking to benefit from NCCC."

"I believe the problem is quality housing for an affordable price. It's almost impossible to work full time and go to school so affordability is key and safety shouldn't be compromised."

NCC students were asked what types of housing they would like to find in Winsted/Winchester. Here are the results:

ANSWER CHOICES	RESPONSES	
▼ 2-bedroom rental housing in a multi-family building	37.25%	19
▼ Studio or 1 bedroom rental housing in a multi-family building	33.33%	17
▼ Rent a single-family home	31.37%	16
▼ Housing in walking distance to the college	27.45%	14
▼ Unit in a redeveloped mill building in downtown Winsted	27.45%	14
▼ 3-bdroom rental housing in a multi-family building	23.53%	12

Worker Survey

The town also distributed a survey to employers in Winchester and asked them to pass it along to their workers. 58 people who work in Winchester responded to this survey. Almost 60% of respondents were in the "education" sector and 25% worked in "town government". 41% of respondents already lived in Winchester. Of the respondents that did not already live here 32% (18) said that they would like to live here now or in the future. When asked what types of housing they would like to find in Winchester here are the results:

ANSWER CHOICES	RESPONSES	
▼ Purchase a single-family home	42.86%	18
▼ Other (please specify)	Responses 21.43%	9
▼ Senior housing	16.67%	7
▼ Studio or 1 bedroom rental housing in a multi-family building	4.76%	2
▼ 2-bedroom rental housing in a multi-family building	4.76%	2
▼ Purchase a townhome or condominium	4.76%	2

Note: The Housing Plan Steering Committee understands that the NCCC student survey and the worker survey results do not represent a statistically significant sample size despite our best efforts to get people to respond to these surveys. Nevertheless we wanted to report the findings from those who did take the time to respond.

What are Winchester's demographic trends?

Demographic changes

Winchester has approximately 10,200 residents living in 4,550 households. Over the last 10 years (between the 2010 Census and the 2020 Census) the town's total number of residents declined by 9% (1,018 residents). The number of children in town declined by 27% during this period. This demographic data does not take into account the many changes that occurred during the second half of 2020 and in 2021 related to the pandemic real estate boom.

TABLE 3: POPULATION AND POPULATION CHANGE BY AGE GROUP, 2010-2020

Area	Age	Population, 2010	Population, 2020	Change	Percent change
Connecticut	All ages	3,574,097	3,605,944	+31,847	+0.9%
	Children	817,015	736,717	-80,298	-9.8%
	Adults	2,757,082	2,869,227	+112,145	+4.1%
Litchfield County	All ages	189,927	185,186	-4,741	-2.5%
	Children	40,952	33,307	-7,645	-18.7%
	Adults	148,975	151,879	+2,904	+1.9%
Winchester	All ages	11,242	10,224	-1,018	-9.1%
	Children	2,298	1,671	-627	-27.3%
	Adults	8,944	8,553	-391	-4.4%

Winchester's population has also become slightly more diverse in terms of race and ethnicity over the last ten years. Non-white residents made up 14% of Winchester's population in 2020 while in 2010 it was 9% according to DataHaven's equity profile². This is a fairly similar % of non-white residents as in Litchfield County as a whole but a much lower percentage than the statewide percentage (37% non-white).

Aging population and fewer households with children

As shown in the table above, the number of children in the town decreased by 27% between 2010 and 2020. The last available data showed that 19% of Winchester's households had children. However, 60% of the town's housing stock is designed for families with children having 3 or more bedrooms. According to Connecticut Data Center projections, the demographic segment that is projected to grow the most in the next 20 years are residents over 65 years old. These trends (a declining number of households with children and an increase in the portion of Winchester's population of residents over 65 years old) indicates a need for smaller homes and apartments with accessibility features for households without children.

of Winchester households with children

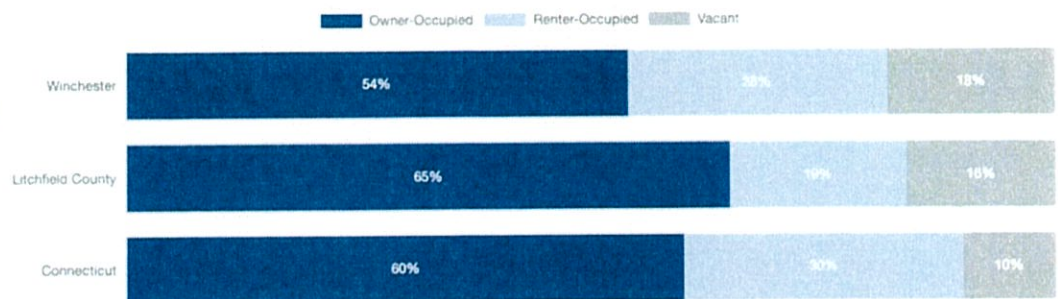
-27%

² Seaberry, C., Davila, K., Abraham, M. (2021). Winchester Equity Profile. New Haven, CT: DataHaven. Published September 2021. More information at ctdatahaven.org (Table 3 is also from this source)

Household characteristics and housing cost burden

Home-owners and Home-renters

Approximately 28% of the town's housing stock is occupied by home-renters. This is similar to the statewide rate of 30%. 54% of homes are occupied by home-owners.

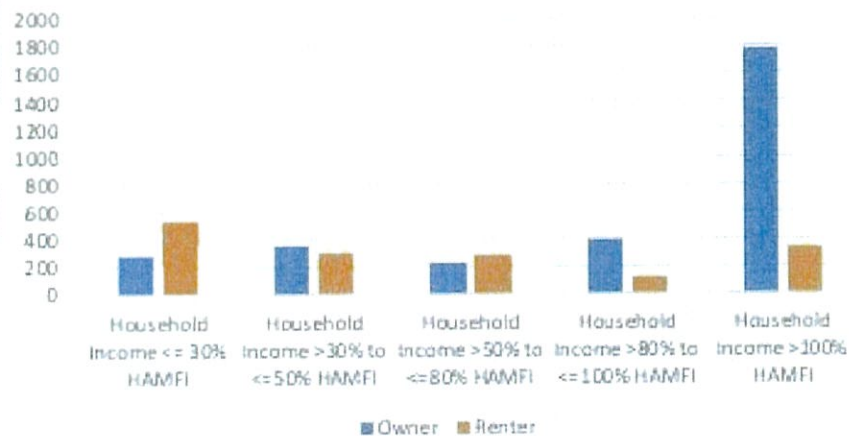


Source: Partnership for Strong Communities 2020 Housing Data Profiles

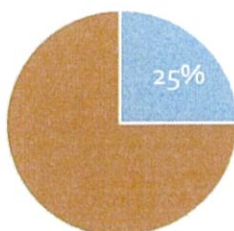
Household incomes by tenure

The most recent HUD Comprehensive Housing Affordability Strategy (CHAS) data available shows that 1,090 renter households and 865 owner households earn under 80% of the household area median income (AMI). This is important to know, again, because housing affordability initiatives are typically intended to make housing more affordable for households at or below 80%AMI. The chart below shows how these household incomes breakdown by tenure.

Household Income Distribution by Tenure



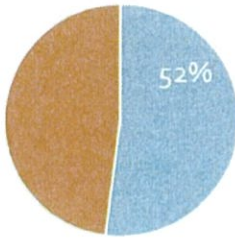
Cost Burdened Home-owners



Housing cost burdened households

Households are considered "housing cost burdened" if they spend more than 30% of their income on housing. It is estimated that **1,410 Winchester households were housing cost burdened** (610 owner households and 800 renter households). 640 of those households were paying more than 50% of their income on housing costs; this is considered severely cost burdened. About a quarter of homeowners are cost burdened and 52% of renters are cost burdened. This is similar to the rates in the state and the county as a whole.

Cost Burdened Home-renters



Winchester homes are more affordable than most neighboring towns.

The 2020 American Community Survey 5-year estimates show Winchester's median home value at \$192,000 compared to \$334,900 in Norfolk, \$262,200 in Colebrook and \$262,900 in Barkhamsted. The median home value in Torrington is \$153,800.

Home sales prices and rents have been rising. Between 2016 and 2021, the median home sales price in Winchester rose by \$85,000 or 58%. Home prices in 2020 and 2021 were affected by the Pandemic and historically low mortgage interest rates. They are not expected to continue to rise in this way but they are not expected to fall much from their current values. These current prices are out of reach for many households, especially renter households who would like to purchase their first home.

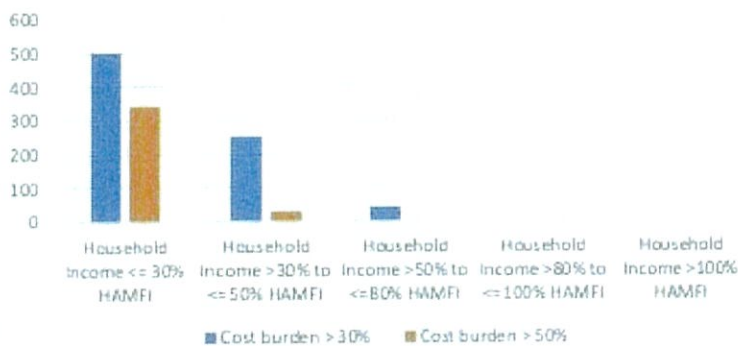
There was a gap in 2021 of \$114,500, between what a renter household in Litchfield County could afford and the median priced home in Winchester. (In 2020 the gap was \$62,500.)

According to a Litchfield County rental report from SmartMLS, rents countywide increased 37% between 2020 and 2021. Also, the inventory of available rentals declined substantially.

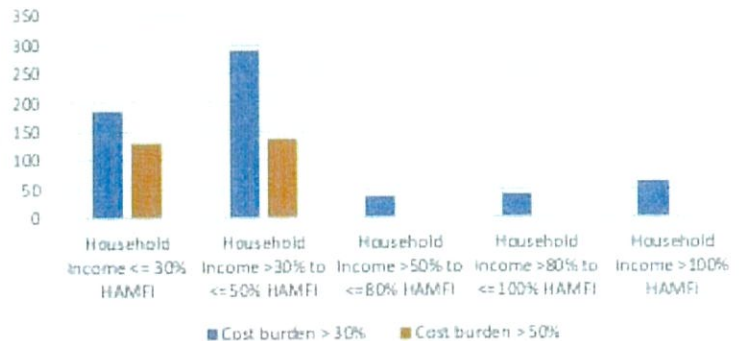
Winchester residents experiencing housing insecurity

Between May 2019 and May 2022, 362 home-renters in the Town of Winchester faced eviction according to CTData Collaborative's Connecticut Eviction Map (www.ctdata.org/evictions). According to 211 of Connecticut (a free information and referral service provided by the United Way of Connecticut) 286 Winchester residents requested housing or shelter assistance between June 2021 and June 2022 including 96 shelter requests, 60 requests for rent assistance, 53 requests for low-cost housing, and 30 with landlord tenant issues. (County-wide during this time period there were 1,350 shelter requests and 565 requests for rent assistance.)

Number of Cost Burdened Renter Households by Income



Number of Cost Burdened Owner Households by Income



Jobs and Housing

Housing for people who work in Winchester

Winchester has 3,255 jobs. The largest number of these jobs are in the manufacturing sector. Followed by healthcare and retail. Many employers have expressed a need for housing opportunities that are attractive and affordable for the workforce they are trying to recruit.

The average annual pay for all of these jobs except those in manufacturing is less than 80% of the area median income (AMI) for a single person household. If it was a single head of household supporting one or two children, it would put them well below 80% AMI. The data presented here shows how limited the number of homes dedicated to remaining affordable for households at and below this income is.

TABLE 6: JOBS AND WAGES IN WINCHESTER'S 5 LARGEST SECTORS, 2019

Sector	Connecticut		Winchester	
	Total jobs	Avg annual pay	Total jobs	Avg annual pay
All Sectors	1,670,354	\$69,806	3,255	\$48,412
Manufacturing	161,893	\$85,031	784	\$61,390
Health Care and Social Assistance	271,014	\$54,858	316	\$42,078
Retail Trade	175,532	\$35,833	294	\$32,040
Accommodation and Food Services	129,012	\$23,183	206	\$14,563
Educational Services	59,333	\$69,528	157	\$51,469

3

Existing Housing Stock

Number of Occupied and Vacant Housing Units

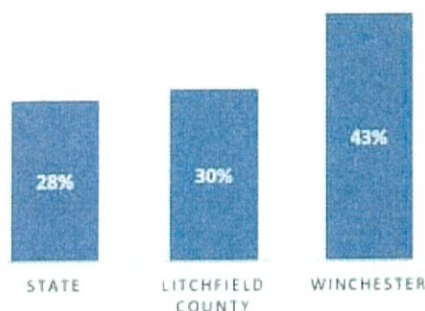
American Community Survey data (2020 5-year estimates) shows Winchester having approximately 5,744 housing units, about 16% of which (926) are considered "vacant". This source estimates that 378 of these "vacant" units are used seasonally or occasionally (summer homes or weekend homes). This plan includes strategies intended to help get truly vacant units (not including seasonal or weekend homes) back online.

Diversity of Housing Types

Compared to its less populated neighboring towns in Litchfield County, Winchester has a more diverse range of housing options available for its residents. Single family detached homes are the most expensive type of housing option to build, own, and maintain and makes up the majority of our housing stock county-wide. In Winchester 59% of the housing stock is single family detached while the county is at 73% and the state at 59%. Winchester also has a greater percentage of 2-family homes (16%) than the County or the State.

³ Seaberry, C., Davila, K., Abraham, M. (2021). Winchester Equity Profile. New Haven, CT: DataHaven. Published September 2021. More information at ctdatahaven.org

% OF HOUSING STOCK BUILT BEFORE 1950



Aging of Winchester's Housing Stock

Older homes can require costly renovation, be expensive to maintain, heat and cool. They can also have lead paint or mold issues. Winchester's housing stock is older than the county average with 42% of the housing stock built before 1950 and another 21% built between 1950 and 1970. 45% of renter occupied housing units (691 units) and 40% of owner occupied housing units (1,204) were built before 1950. This plan includes strategies to help property owners make needed repairs and upgrades to their properties.

Stock of Dedicated Affordable Housing

In 2021 Winchester had 609 units of housing dedicated to remaining affordable to the 1,955 households in town that earn under 80% of the area median income according to the State's Affordable Housing Appeals listing. These include affordable homeownership, rental assistance in market-rate housing, housing for

seniors, disabled, and supportive housing. **A more detailed inventory can be found in the appendix.** Here is a summary:

- 216 are rental homes for seniors in 5 developments
- 167 are households that receive rental assistance to afford fair market rent;
- 92 are single family homes with CHFA/USDA subsidized mortgages;
- 48 are 1- and 2-bedroom rentals at The Glen
- 3 are supportive housing/group homes

Regional Housing Needs

Our housing market and economy are regional. Many residents in Litchfield County live in one town and work in another. A regional housing needs assessment conducted by David Kinsey, PhD for Open Communities Alliance in November 2020 estimated a need in the region's 21 municipalities for at least 3,498 affordable housing units over the next 10 years. This study then allocated these units to each town in the region based on a "fair share methodology". This study allocated 130 housing units to the Town of Winchester and the remaining affordable housing units to the region's other 20 towns. Since this is a 5-year plan, Winchester would be meeting its "fair share" of this need if 65 homes that were dedicated to remaining affordable were created over the life of this plan (2022-2027). The strategies detailed in this plan could lead to the creation of up to 65 housing opportunities over the next 5 years. This would include both home-owner and home-renter opportunities targeted to meet the specific housing needs identified through this planning process. **The region's other 20 towns need to do their part as well to help meet regional housing needs.**

Housing Needs Summary

While Winchester has a greater percentage of its housing stock dedicated to remaining affordable to households at or below 80% AMI than its less populated neighbors, housing affordability challenges clearly remain for Winchester residents as shown in the preceding analysis and summarized here:

- **640 households were severely housing cost burdened⁴** (paying more than 50% of their income on housing costs)- this includes 375 renter households and 265 owner households.
- **134 senior households were on the waiting list** for housing at Winchester Housing Authority properties
- **286 residents requested housing or shelter assistance** over the last 12 months.

⁴ 2014-2018 American Community Survey data presented in the HUD Comprehensive Housing Affordability Strategy (CHAS) released on September 29, 2021



Land Use and Zoning Assessment

What residential uses do our zoning regulations allow?

The Town of Winchester has six zones that allow residential uses. The Rural Residential (RR) zone covers most of the land area in town. The Highland Lake zone covers the areas immediately adjacent to the lake and the remaining zones are in and around the downtown area and along Route 8.

The only residential use allowed without a special permit is a single family detached home. A special permit requires a public hearing and notice to neighboring property owners. Two-family dwellings and multi-family (3+ dwelling units) are not currently allowed in the rural residential district which makes up most of the land area in town.

This chart shows the residential uses allowed in each zone:

P= Permitted

SP = Special Permit Required

Blank box = not permitted

	Rural Residential	Highland Lake	Town Single Family	Town Center Residential	Town Center	Town Gateway
Single-Family Dwelling	P	SP	P	P		P
Accessory Apartment	SP	SP	SP		SP	SP
Two-Family Dwelling			SP	SP		SP
Multi-Family Dwelling				SP	SP	SP
Affordable Housing	SP	SP	SP	SP	SP	SP
Nursing Home		SP		SP	SP	SP
Mixed-Use (Housing + Commercial)				SP	SP	SP

* the Highland Lake Business District (HLB) is not included here but does allow Multifamily Dwellings and Mixed-Use (Housing and Commercial) by Special Permit.

Single family homes

As described above, 59% of Winchester's homes are single family detached homes. In the Rural Residential zone, a minimum of 85,000 square feet (just under 2 acres) are required to build a new home. The Town Center zones allow smaller lot sizes to promote a walkable development pattern around downtown.

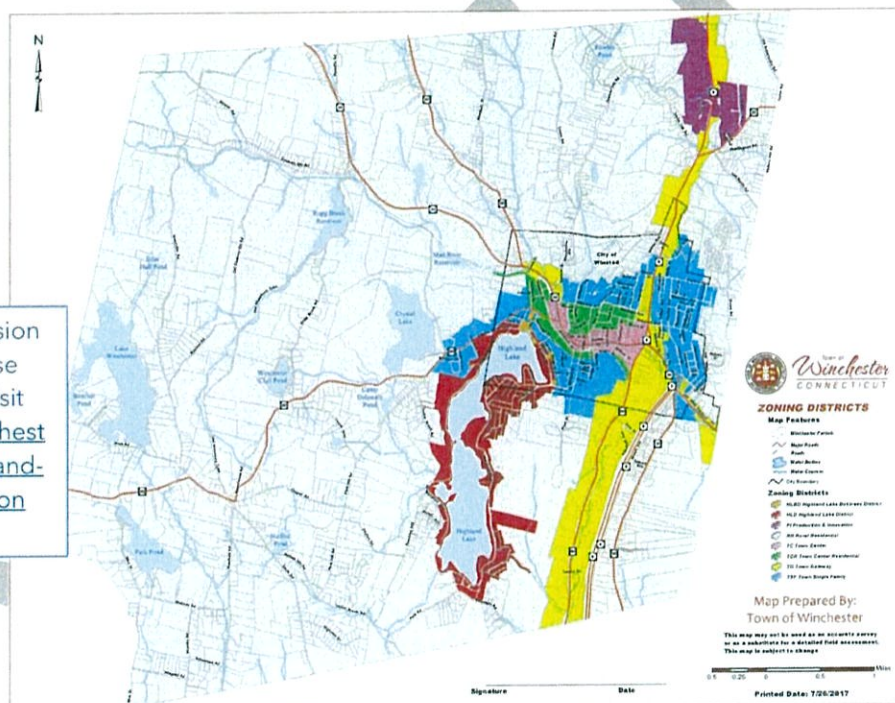
Accessory apartments

The zoning regulations allow one accessory apartment per lot by special permit in all residential zones except Town Center Residential. The apartment may be within the single family residential structure or in a barn, garage, or other accessory building. The owner of the property must live in either the primary dwelling or the accessory apartment and no more than 3 people may occupy the apartment.

Multi-family dwelling

The zoning regulations allow a multi-family dwelling (3+ dwelling units) by special permit in the Town Center Residential, Town Center, and Town Gateway zones. In the Town Gateway zone, for every four dwelling units, the site must have 40,000 square feet of usable land (this does not apply in the other 2 zones in which this is allowed). No apartment building may have more than 30 dwelling units. Recreation facilities, open spaces, and facilities for active and passive recreation must be provided.

For a full size version of this map, please [CLICK HERE](http://www.townofwinchester.org/planning-and-zoning-commission) or visit www.townofwinchester.org/planning-and-zoning-commission

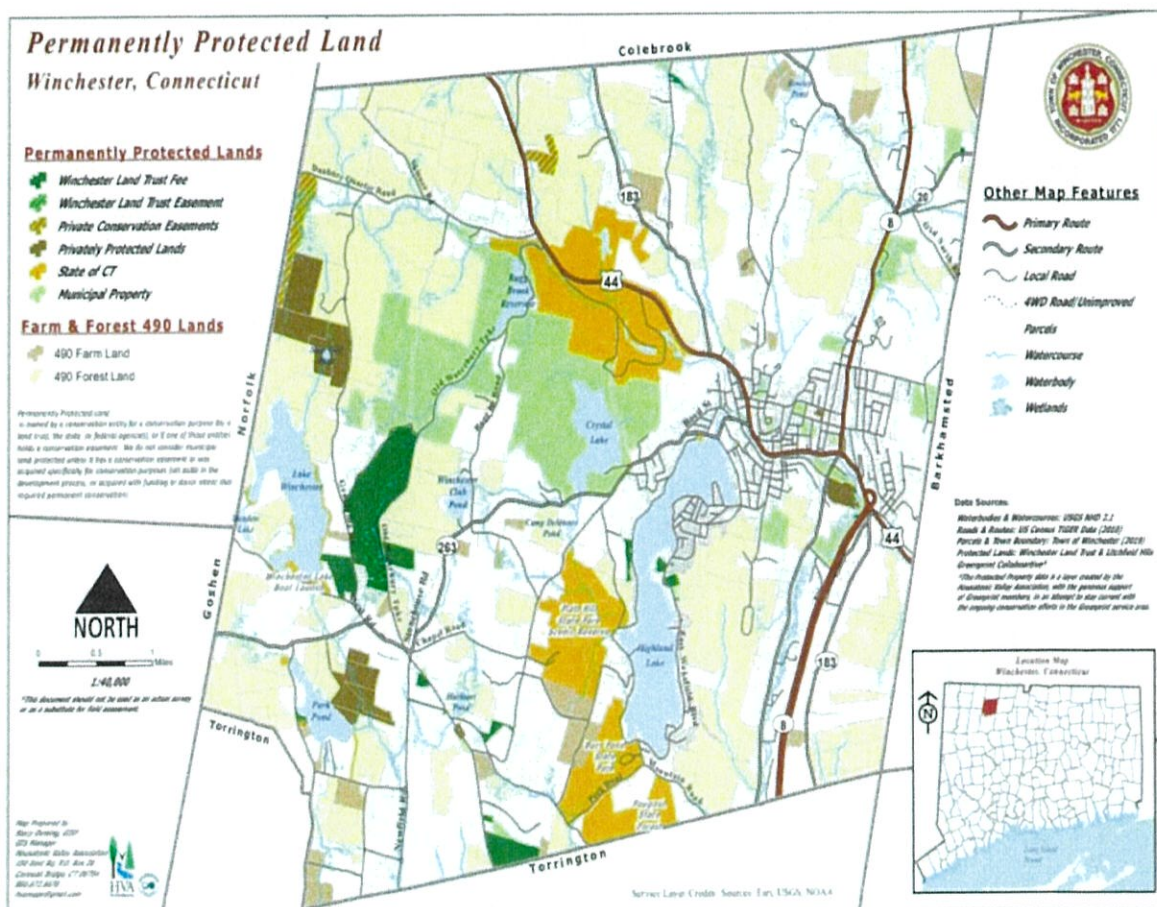


Affordable Housing Appeals Act (8-30g)

In 1989 the State legislature passed a law called the "Affordable Housing Appeals Act". Connecticut municipalities with less than 10% of their housing stock designated as affordable are subject to the Affordable Housing Land Use Appeals Procedure, widely known as "Section 8-30g". Winchester was at 10.8% as of the 2021 Appeals listing. In towns that have not met that 10% threshold, a town's decision to deny a zoning permit to a development that includes affordable housing may be appealed. The town would then need to show proof that the denial was based on a substantial public health and safety concern that "clearly outweighs" the town's need for more affordable housing. There is no State requirement for towns to reach the 10% threshold and reaching it does not mean that the town has satisfied its resident's housing needs.

Dedicated and Managed Open Space

According to the 2021 Town Plan of Conservation and Development, the town has 3,178 acres (16% of town) of dedicated open space that housing cannot be built on. It also has 8,192 acres of managed open space (41.9%) which is unlikely to accommodate housing development.





Goals and Strategies

How can Winchester address its identified housing needs over the next 5 years?

Described below are **6 goals** that the town will work to make progress on over the next 5 years and strategies intended to help meet those goals. Each strategy has been assigned to a lead entity. This entity will spearhead the implementation of that strategy and collaborate with other relevant town boards, commissions, and residents as needed to carry out that strategy.

Legend

BOS	Board of Selectmen
P&Z	Planning & Zoning Commission
WHA	Winchester Housing Authority
IT	(proposed) Housing Plan Implementation team
ED	Economic Development Director
FM	Fire Marshall/Housing Inspector
SS	Social Services Coordinator
TM	Town Manager

Goal 1: Support the redevelopment of existing buildings to create housing options

Winsted has a number of underutilized buildings in the town center area that could create additional housing options. Creating additional housing in this area, in walking distance to the college, could provide housing for students and help support main street businesses. The town actively works with owners of these buildings to hear what owners would like to do and supports efforts consistent with the town's Plan of Conservation and Development.

Strategies:

Lead:

1. Continue to work with the owners of mill buildings and other properties with vacant spaces that could be converted to housing to look for ways the town can support and encourage this renovation.	ED
2. Continue to support the remediation of sites once used for industrial, manufacturing, or commercial purposes and are now underutilized due to suspected or known contamination from past uses by applying for CT Office of Brownfield Remediation & Development funding as needed/available.	ED
3. Support the re-development of vacant space at the former Winsted Hospital to create needed housing options by participating in regular meetings with the Winsted Health Center Foundation.	IT

4. Encourage the creation/renovation of apartments for NCCC students and other residents in this area by collaborating with local housing non-profit organizations and private sector partners and helping connect them with the State and federal funding programs that could assist with this.	IT
5. Review list of town owned properties (vacant buildings or parcels) to determine which could be appropriate for use/re-use to create needed housing options.	IT
6. Develop Request for Proposals (RFP) for town-owned properties to identify developers with the experience to build, sell/own, and maintain high-quality housing options.	BOS
7. Consider selling or leasing properties to non-profit housing organizations who respond to the RFP and demonstrate that they can create the types of housing needed in town.	BOS

Goal 2: Support affordable homebuyer options.

There are currently 84 income eligible households in Winchester that have mortgages through CT Housing Finance Authority (CHFA) or USDA programs intended to create affordable homebuyer options. The strategies listed below are intended to both increase awareness of these existing programs and increase the number of homes that could be available to first time homebuyers.

Strategies:

Lead:

1. Increase awareness of CHFA (CT Housing Finance Authority) and HDF (Housing Development Fund) down-payment assistance for income eligible first-time homebuyers and free first-time homebuyer education classes available in the area and online through an annual article in newsletters/ social media and other outreach efforts; Ask board of realtors for help with outreach.	IT
2. Increase awareness about CHFA and USDA programs that help with mortgages for income eligible homebuyers.	IT
3. Consider partnering with NWCT Habitat for Humanity (which has built homes in Salisbury, Canaan, North Canaan, Sharon, and Torrington) or another non-profit to build affordable homebuyer options on appropriate town owned land through the RFP process described above.	BOS
4. Consider how properties that become the property of the town due to unpaid taxes could be utilized to create first time homebuyer options.	TM

Related Links:

<https://www.chfa.org/homebuyers/all-homebuyer-mortgage-programs/>

<https://www.usdaloans.com/>

<https://hdfconnects.org/services/fthb/>

What is Habitat for Humanity?

Habitat for Humanity is a global nonprofit housing organization working in local communities across all 50 states in the U.S. The Habitat chapter that serves our area is



Northwest Connecticut Habitat for Humanity. As noted above, they have helped build affordable homeownership homes in Salisbury, Canaan, North Canaan, Sharon, and Torrington. Habitat homeowners help build their own homes alongside volunteers and pay an affordable mortgage. Habitat typically serves households at 60% area median income and mortgage payments are between \$800 and \$1,100/month with 0% interest. For more information go to: <https://www.habitatnwct.org/>

Goal 3: Preserve and support the long-term sustainability of Winchester's existing stock of affordable housing for seniors and other residents.

As of 2021, Winchester had 216 rental homes for seniors or disabled residents in five developments. Two of these developments are managed by the Winchester Housing Authority (WHA), two are managed by the Winchester Housing Development Corporation (WHDC), and one is managed by the Northwest Senior Housing Corporation.

Strategies:

Lead:

1. Support the preservation and planning for long term sustainability for the 216 units of affordable senior housing in town.	IT
2. Work with the owners of these properties to make sure they have the volunteer resources they need on their boards to continue their work.	IT
3. Study whether a formalized partnership between the WHA and WHDC (Winchester Housing Development Corp.) could help both remain more financially viable and able to address capital needs as they arise. (Reach out to Northwest Senior Housing Corporation to see if they would like to participate too.)	IT
4. Work with the owners of properties that were once dedicated to remaining affordable to households under 80%AMI but are no longer dedicated to see if, with some assistance from state and/or federal funding they could renovate these units and dedicate them again so they could be included on the State's Affordable Housing Appeals listing.	IT



What is the Winchester Housing Authority?

According to its website, "The **Winchester Housing Authority** has served the community of Winchester (Winsted) since 1956. It has a rich history brought about by its dedicated Board of Commissioners who have served throughout the years. First came 42 duplex family homes called Ramsay Heights in 1957. Then, in 1970, came 80 grand apartments called Chestnut Grove. This was followed in 1971 by Greenwoods Gardens' 40 apartments next to downtown." For more information visit: <http://www.winchesterhousing.org/>

What is the Winchester Housing Development Corp.?

The Winchester Housing Development Corporation is a 501c3 non-profit organization that was incorporated in 2001. They currently own and manage two elderly rental developments in town- Carriage Maker Place (32 units) and Laurel Commons (44 units). They have a volunteer board of directors with local residents which oversees a professional property manager.

Goal 4: Keep seniors living affordably in their homes

1. Promote energy efficiency programs offered by Eversource and others once per year through newsletters or other means. Increase awareness of programs that assist with electricity and/or heating costs.	IT
2. Continue efforts to increase awareness of existing services that allow seniors to stay in their homes; including dial-a-ride, senior center meals and CT Home Care Program for Elders.	SS

Are there any tax breaks for senior citizens?

Yes. If you or your spouse are age 65 or older, permanently reside in Winchester/Winsted (legal residence), either own your own home or rent, and meet certain income restrictions, you may be eligible for one or more forms of city and/or state financed property tax credits and/ or tax deferral. For information about these programs, please contact the Tax Assessor's Office at 860-379-5461. You may also inquire in person at the Assessor's Office at Town Hall.

Who qualifies for energy efficiency programs?

The EnergizeCT "Home Energy Solutions" program can help all homeowners reduce energy costs. Homeowners with household incomes of 60% of the area median income or less qualify for a free home energy assessment and free upgrades. For more information visit: <https://www.energizect.com/your-home-solutions-list/home-energy-solutions-core-services>

Goal 5: Protect against displacement and poor housing conditions

1. After study is conducted, consider creating a Fair Rent Commission . This would be a forum for tenants dealing with poor housing conditions to file a complaint; if violations are found a fine system could be put into place. A Fair Rent Commission would address rents being raised beyond what is reasonable. When reviewing rent increase complaints, the housing condition will be assessed.	BOS
2. Increase awareness of blight remediation efforts currently underway and how to submit a blight complaint form.	IT

3. Increase awareness of the requirement for 3+ unit residential buildings to be inspected every two years or more frequently when there is a change in tenants. (Contact building department to see inspection reports or schedule an inspection.)	FM
4. Consider applying for additional funding for the Housing Rehabilitation loan program through the Small Cities/CDBG program- this would help income eligible homeowners make needed repairs to their homes.	BOS
5. The town's Social Service Coordinator is the designated municipal employee to serve as the point of contact for those in town in danger of becoming homeless. This designated employee is in communication with the region's Coordinated Access Network to get updates and information on resources for people at risk of homelessness or experiencing homelessness.	SS

Resource links:

- Connecticut Children's **Healthy Homes Program** (Healthy Homes) - Provides support to improve living conditions for families: Working with a team of licensed and certified experts, the program assesses homes and develops a scope of work to address housing-related health hazards, such as lead-based paint, mold, asbestos, and injury risks. With that scope of work, the program works with property owners and contractors to complete the work to strict specifications in accordance with federal, state, and local environmental and building regulations: <https://www.connecticutchildrens.org/community-child-health/community-child-health-programs/healthy-homes-program/>
- Landlords and **Lead Paints information** from CT Department of Public Health: <https://portal.ct.gov/DPH/Environmental-Health/Lead-Poisoning-Prevention-and-Control/For-Landlords>

Implementation Strategies

1. Form a Housing Plan implementation team coordinated by the town manager which includes planning commission representatives, board of selectmen representatives and appropriate staff to meet at least twice per year and discuss next steps on meeting the goals of this plan.	BOS
2. Town manager will provide an annual summary report for the Board of Selectmen on implementation of the Plan.	TM



Appendix Resource links

Attached are the following appendices:

- Inventory of affordable housing

The following are links to additional resources:

- Resident Housing Needs Survey Results
- Winchester Housing Data profile
<https://housingprofiles.pschohousing.org/profile/#Winchester>
- Regional Housing Needs Assessment
<https://northwesthillscog.org/wp-content/uploads/2021/05/Housing-NWCT-report-April2021.pdf>
- NWCT Regional Housing Council website
<https://www.nwcthousing.org/>
- Affordable Housing Inventory and Contact List (2022)
<https://cthousingopportunity.org/resources-1/northwest-ct-regional-housing-council-2022-affordable-housing-inventory>
- CTHousingSearch.org, a housing locator service funded by the Connecticut Department of Economic and Community Development.
- 2-1-1 Housing Resources - This section of the 2-1-1 web site contains links to:
<https://www.211ct.org/>
 - Emergency Housing
 - Home Purchase Counseling
 - Housing Choice Voucher waiting lists throughout Connecticut
 - Rent/Mortgage Payment Assistance
 - e-Library Papers on a wide range of housing topics, such as Eviction, Foreclosure and Public Housing

Inventory of Dedicated Affordable Rental Homes (2021)

Project	Owner	# of Units	# HC Accessible	Year Completed	Seniors or Disabled Only?	Income Restrictions
Chestnut Grove <i>80 Chestnut Street</i>	Winchester Housing Authority	80	5	1970	Yes	Less than 50% of AMI
Greenwoods Garden <i>37 Gay Street</i>	Winchester Housing Authority	40	4	1971	Yes	Less than 50% of AMI
Laurel Commons <i>75 Gay Street</i>	Winchester Housing Development Corp.	44	12	2005	Yes	less than 60%AMI
Carriage Maker Place <i>19 Gay Street</i>	Winchester Housing Development Corp	32	4	2014	Yes	less than 100%AMI
Susan Perry <i>115 Spencer Street</i>	Northwest Senior Housing Corp	20		2008	Yes	Less than 50% of AMI
The Glen <i>130 Willow Street</i>	Marisol – Millenium-Realty.com	48			No	Tax credit

Susan Perry



The Glen



Frequently Asked Questions

Winchester Housing Affordability Plan

Answers from Jocelyn Ayer, Planning consultant to the Winchester Housing Plan Steering Committee

Q: Why are we creating an affordable housing plan?

A: The Town's Housing Plan Steering Committee developed this plan because State law requires it. The State law passed in 2017 (Statute 8-30j) requires every municipality in the State to prepare and adopt an affordable housing plan by 2022. It further states that, "Such plan shall specify how the municipality intends to increase the number of affordable housing developments in the municipality."

Q: Do we really need more affordable housing?

A: 640 Winchester households were paying 50% or more of their household income on housing costs. Many of these households are earning under 80% of the area median income and are just one major medical emergency, car or home repair away from having to decide whether to pay rent/mortgage, fill their prescriptions, or buy groceries. More housing options that are affordable to these residents would help ease this burden. We also know that:

- 286 Winchester residents requested housing or shelter assistance over the last 12 months according to data from 211 of Connecticut.
- 129 senior or disabled households were on the waiting list for affordable housing at Winchester Housing Authority properties; and
- Investors have started buying rental properties in the town and are raising rents beyond the current residents' ability to pay.

Q: Hasn't the Town of Winchester already met its state requirement for affordable housing?

A: There is no state requirement for a specific number or percentage of affordable housing. However, Connecticut municipalities with less than 10% of their housing stock designated as affordable are subject to the Affordable Housing Land Use Appeals Procedure, widely known as "Section 8-30g". Winchester is currently at 9.3%. In towns that have not met that 10% threshold, a town's decision to deny a zoning permit to a development that includes affordable housing may be appealed. The town would then need to show proof that the denial was based on a substantial public health and safety concern that "clearly outweighs" the town's need for more affordable housing. There is no State requirement for towns to reach the 10% threshold and reaching it does not mean that the town has satisfied its resident's housing needs.

Q: If more affordable housing is built in Winchester can it be restricted to Winchester residents only?

A: According to state and federal Fair Housing law, the units of affordable housing in Winchester must be equally available to all qualified people from any town. Affordable housing built in other towns must also be open to Winchester residents. Fair housing rules apply to all housing, not just affordable housing.

Q: Don't neighboring towns need to do more?

A: According to state law every town in CT must have an affordable housing plan adopted by 2022 and update it every 5 years. Every town needs to do what it can to address housing affordability challenges and create more options for households earning below 80% of the area median income over the next five years.

Q Is this Plan going to solve the problem of housing affordability?

A: No. But the strategies in the DRAFT Housing Affordability Plan, if implemented, could help create affordable homebuyer options, raise awareness about existing programs and resources that could help residents who are currently housing cost burdened, preserve the existing affordable housing units in town and keep them running sustainably, and support the creation of more options for NCCC students, especially in the downtown area.

Q: Don't we need better paying jobs rather than more affordable housing?

A: We need both. The "Message from the Steering Committee" at the beginning of the draft Housing Affordability Plan makes suggestions for how the State can help with addressing the need for better paying jobs.

Q: If we add more affordable housing options won't it increase our school costs?

A: According to the U.S. Census between 2010 and 2020, the number of Winchester households with children declined by 27%. School enrollment has been declining and it is projected to continue to decline. A majority of the households that live in any new affordable housing that is created (and any new housing in general) will not have school aged children according to demographic data. School costs are rising for many reasons (healthcare and energy costs being two) that are not directly related to an increase in the number of children.

Q: Why are you saying that only 9% of Winchester's housing stock is affordable? Isn't it higher than that?

A: 9.3% of the town's housing stock is **dedicated to remaining affordable** for households below 80% of the area median income. We say these housing units are **dedicated to remaining affordable** because they are owned, managed, and/or provided funding by an entity that assures that the households who live there do not have to pay more than 30% of their income on housing costs and that these households are earning less than 80% of the area median income. These are entities like the Winchester Housing Authority and the CT Housing Finance Authority (CHFA).

Winchester has many homes that are currently assessed at or below \$245,000. Many of these are likely affordable for the households living there now. However, the State doesn't count these in its list of "dedicated" affordable homes because there is **no way to assure if or for how long the home will continue to be affordable** when the home is sold or rented to a new household. According to the Zillow home value index- the median home value in Winchester in 2020 was \$222,000; in August 2022 it was \$329,000.

Q: What makes up this 9% of Winchester's dedicated affordable homes?

- The **Winchester Housing Authority** has **120 units** for **seniors/disabled** at Chestnut Grove and Greenwoods Garden
- The **WHA Development Corporation** has **76 units** for **residents aged 55+** at Laurel Commons and Carriage Maker Place.
- **Northwest Senior Housing** has **20 units for seniors** at Susan B. Perry.
- The Glen is **48 one and two bedroom** apartments.
- CHFA or USDA have provided affordable mortgages for **84 single family homes**
- **170 residents were receiving rental assistance** to pay the difference between fair market rent and what they can afford (30% of their household income).

Q: Will the town have to pay for affordable housing?

A: The Town of Winchester will not be asked to pay for the construction or operation of affordable housing. There are many existing state and federal programs that pay for the construction of new affordable homeownership and rental opportunities. It was these types of state and federal programs that organizations such as the Winchester Housing Authority and WHA Development Corp. received funding through to construct the existing affordable housing in town. The town did not pay for the construction of those units and does not pay for the operations of these affordable units (rents support ongoing operating costs).

Q: If we support increasing affordable homebuyer options including increasing awareness of CHFA and USDA programs, will the homebuyers be able to afford taxes, home repairs, and energy costs?

A: According to a local realtor, lenders who offer CHFA or USDA loans generally look for the ideal front-end ratio (mortgage to income ratio) to be no more than 28 percent of household income, and the back-end ratio, including all monthly debts, to be no higher than 36 percent of household income. If this is the case, these households should be able to afford taxes, home repairs, and energy costs. When homeowners at 80% of the area median income do not have access to affordable options, they can end up paying 50% or more of their income on housing costs and then they cannot afford these other costs associated with home ownership.

BOARD OF SELECTMEN ACTION REQUEST

No.: 22-57

Date: October 17, 2022

Topic: New Business (B) – Batcheller School Request for Proposals (RFP) Responses

From: Joshua Kelly, Town Manager

Background: In July 2022, the Town launched a Request for Proposals that yielded two responses in September 2022. Here is a short summary of each proposal:

1. **Noujaim's Food LLC:** Noujaim's Food is interested in developing the lower structure of the Batcheller School by creating a commercial kitchen for wholesale food and a distribution center. Noujaim's is also interested in rehabbing the upper part of the building and developing reasonable housing for employees and low-income families. The proposed upfront sale price from Noujaim's is \$25,000, and the lot would become taxable under this proposal. They project 50 new jobs could be created at this site. The remaining several acres of land are not referenced in their RFP response.
2. **Northwest Senior Housing Corporation (NWSHC):** NWSHC is proposing to adaptively reuse the Batcheller School for housing, providing various housing options for Winchester seniors, young adults, and small families. They project that as many as 32 apartments could be created through the adaptive reuse of the school. The proposed upfront sale price from NWSHC is \$300,000, and they have expressed a willingness to enter into a payment-in-lieu-of-taxes (PILOT) program that would yield the Town 5% of their gross annual income (a specific amount is not listed). The NWSHC has expressed an interest in working with the Winchester Land Trust to preserve the remaining wooded land on the property.

Zoning Notes: The Batcheller School property is currently in the Town Single Family (TSF) Zone, which only allows for Single Family Residential uses by zoning permit and the following uses by special permit:

- | | | |
|-----------------------|------------------------------|--|
| • Accessory Apartment | • Home Occupation | • Public Utility Facility |
| • Affordable Housing | • Manufactured Home | • Recreation and Entertainment Facility, Outdoor Private |
| • Bed & Breakfast | • Open Space Subdivision | • School |
| • Cemetery | • Public Recreation Facility | • Two Family Dwelling |
| • Club | • Public Safety Facility | • Worship Place |
| • Country Inn | | |
| • Group Day Care Home | | |

Per the Town's currently-adopted regulations, the proposal received from Noujaim's Food, LLC would be considered Light Manufacturing, which is defined as "the manufacture, compounding, assembly, fabrication, packaging or processing of goods and materials using processes that ordinarily do not create noise, smoke, fumes, odors, glare, or health or safety hazards outside of the building or lot and where the outdoor storage of goods and materials used in such processes does not exceed twenty-five percent (25%) of the floor area of all buildings on the property." Light Manufacturing is currently not permitted under the TSF Zone, and a text amendment to the regulations would be required to move this proposal forward.

Per the Town's currently-adopted regulations, the proposal received from the Northwest Senior Housing Corporation would likely be considered affordable housing, but more information would be needed to make that official determination. If this use is found to be accurate, this proposal would not require a text amendment to the regulations in order to proceed.

In summary, from a Zoning perspective, the Noujaim's proposal faces more difficulties in getting approved than the Northwest Senior Housing Corporation.

Income Notes: On an up-front basis, the Town would receive \$25,000 from the sale of the building to Noujaim's Food, LLC as opposed to \$300,000 from the Northwest Senior Housing Corporation. Looking at those numbers alone, the proposal from NWSHC is more profitable to the Town.

On an ongoing basis, the Town would receive property taxes from Noujaim's Food, LLC as opposed to PILOT payments from the NWSHC. More information would be needed from both parties to determine how much annual income each proposal would generate for the Town.

Requested Action: I ask that the Board of Selectmen consider whether or not they would like to interview the two development teams about their proposals. If the Board would like to speak to the developers about their proposals, I will set up those meetings as soon as possible. If the Board has no interest in setting up those meetings, I would recommend that the Board sit down Town staff at a future meeting to complete evaluation forms for each proposal and make a decision based on the results of that process.

Fiscal Implications: There are no costs to the Town to have the two proposing developers come to a Board of Selectmen meeting for an interview about their submissions. For more information about how the acceptance of either proposal, please read the "Income Notes" subsection above.

Attachments: Noujaim's Food, LLC RFP Response.
 Northwest Senior Housing Corporation RFP Response.



Noujaim's Food LLC
430 Main St. Winsted CT 06098
www.noujaims.com

REQUEST FOR PROPOSALS

for Sale and Redevelopment

of Batcheller Elementary School Property

To whom it may concern,

1. **Cover Letter.** Noujaim's Food is interested in developing the lower structure of the property mentioned above by building wholesale food, a kitchen, and a distribution center. Also, Noujaim's Food is interested in rehabbing the upper part and developing reasonable housing for employees and low-income families.
2. **Price Proposal.** Noujaim's Food will offer an upfront price of \$25,000 and will do all appropriate renovations to allow the company to employ up to 50 people, which would bring revenue and economic security to town.
3. **Development Plan and Closing Date.** The purpose of the development is to expand our wholesale operation and produce products to be distributed nationwide. Each section of the proposed building will be well utilized to produce packaged and distribute loading docks, and a warehouse will be built within the facility. Noujaim's Food is proposing 120 days of the closing date.
4. **Site Plan.** See attached.

5. **Proposal Security.** A \$5,000 deposit is included in this pack.
6. **References and Property Photo/Addresses.** See attached Exhibit B.
7. **Financing.** All financing will be done through private equity.

Respectfully,

A handwritten signature in blue ink, appearing to read "George Noujaim".

George Noujaim, Pres.

09/22/22

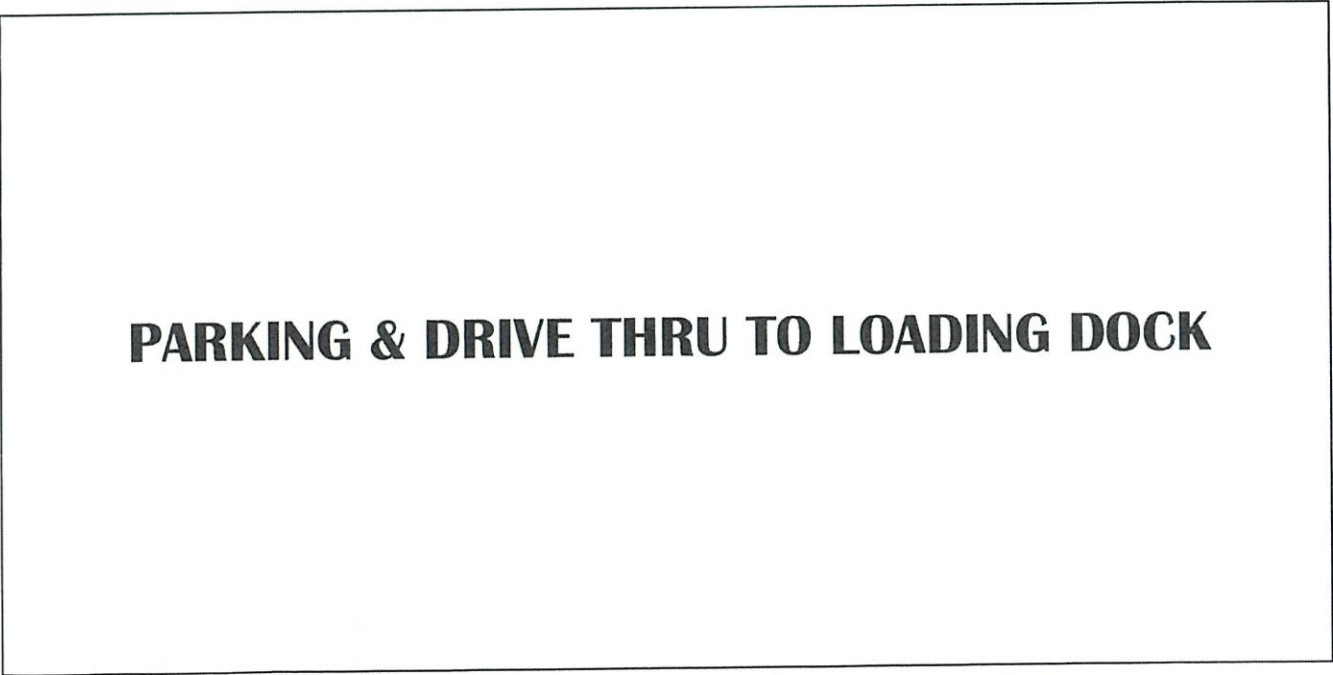
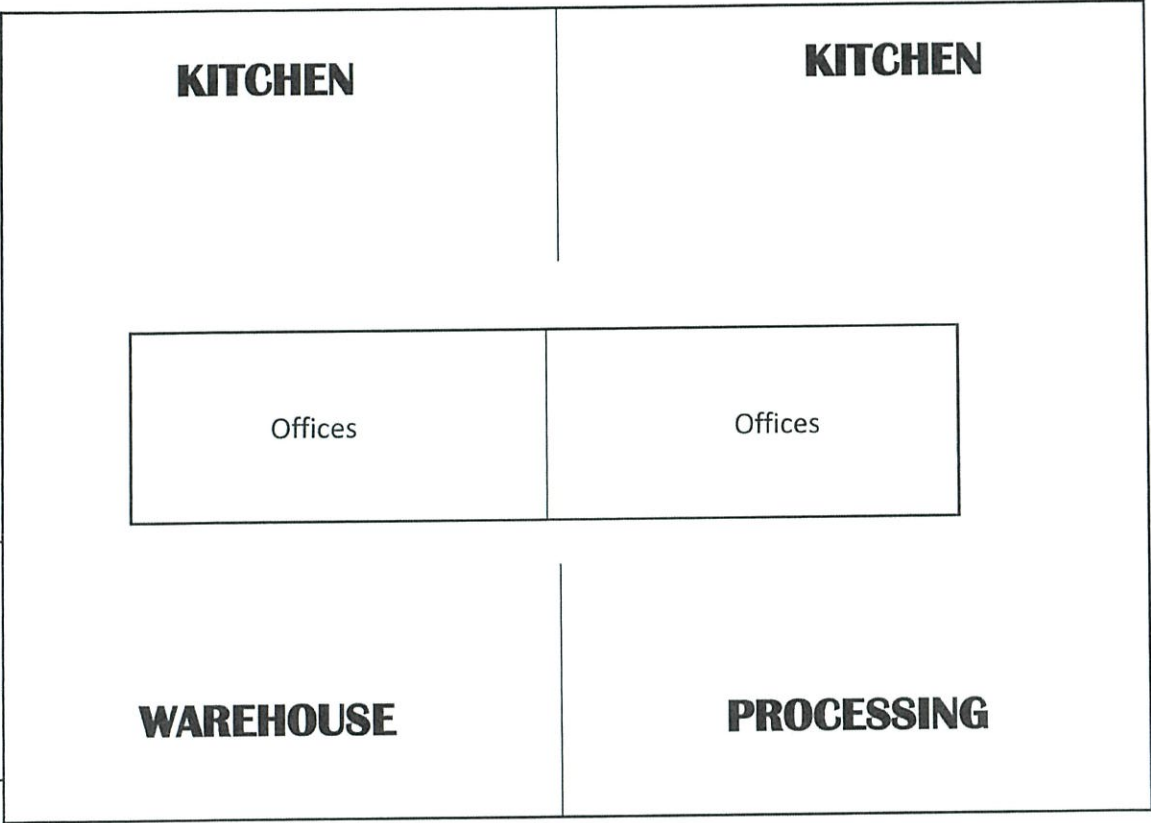


Exhibit B



Noujaim's Mediterranean Bistro

Authentic Mediterranean cuisine created & prepared by a Lebanese chef whose passion for food goes far beyond what's simply served on your plate. Dine in, take out and catering. Our

Food Is An Experience, Not Just A Meal.

436 Main Street, Winsted, CT 06098

860-379-0559

[Visit Noujaim's Bistro Website >](#)

Noujaim's Wholesale & Distribution

Bringing authentic Mediterranean packaged foods to market and fulfilling our dream to share our heritage and love for cooking with the world – one bite at a time.

Let's Work Together.

430 Main Street, Winsted, CT 06098

860-379-0559

[Visit Noujaim's Wholesale Website >](#)

Noujaim's, a passion for great food.

Inspired by the Lebanese heritage of our founder and head chef, George Noujaim, Noujaim's Mediterranean Bistro and Mediterranean Cuisine brings the vibrant flavors of the Mediterranean Basin.

Secretary of the State of Connecticut

Certificate of Legal Existence

Certificate of Legal Existence Certificate

Date Issued: September 22, 2022

I, the Connecticut Secretary of the State, and keeper of the seal thereof, do hereby certify, that the certificate of organization for the below domestic limited liability company was filed in this office.

A certificate of dissolution has not been filed, and so far, as indicated by the records of this office, such limited liability company is in existence.

Business Details

Business Name	NOUJAIM'S FOOD, LLC
Business ALEI	US-CT.BER:1370384
Formation Date	12/21/2020



Secretary of the State

Business ALEI: US-CT.BER:1370384

Note: To verify this certificate, visit [Business.ct.gov](https://business.ct.gov)

Certificate Number: C-00062167

Northwest Senior Housing Corporation

115 Spencer Street, Winsted, CT 06098

September 22, 2022

Town of Winchester – City of Winsted
Town Hall
Joshua Steele Kelly, Town Manager
338 Main Street
Winsted, CT 06098

RE: Sale & Redevelopment of Batcheller Elementary School Property
Response to RFP

Dear Mr. Kelly,

On behalf of the Northwest Senior Housing Corporation (NWSHC), we are pleased to provide a response to the Town of Winchester – City of Winsted's Request for Proposals for the Sale & Redevelopment of Batcheller Elementary School Property. NWSHC is proposing the adaptive reuse of this property for housing. The proposed project will provide attractive and sustainable housing options for a variety of Winchester residents, including seniors, young adults, and small families. The creation of one and two-bedroom rental homes that are designed to be affordable to households at a range of incomes at or below 80% of the area median income will help meet targeted town needs, as identified in the Town of Winchester's draft Housing Affordability Plan.

The enclosed application is responsive to all the material requested in the selection criteria list included in the RFP.

Thank you for the opportunity to submit this application. We look forward to hearing from you. Please contact us with any questions or concerns you may have.

Sincerely,



Laurence Hannafin
President

cc: David Berto, Housing Enterprises, Inc.

NORTHWEST SENIOR HOUSING CORPORATION

Proposal for Purchase & Redevelopment of

Batcheller Elementary School Property

Date Submitted:	September 22, 2022
Proposer Organization:	Northwest Senior Housing Corporation (NWSHC)
Primary Contact:	Laurence Hannafin, President lhannafin@scbcglobal.net
Offered Price:	\$300,000
Proposed Purpose:	Adaptive Re-use for Housing
Proposed Closing Date:	March 31, 2023



Our team created a response package by using the RFP as a template. We then provided responses to each item just below each of the RFP comments/questions, incorporating responses to include all of the criteria requested.

1) **Submission Requirements**

1. **Cover Letter.** A letter signed by the proposer, or, if the proposer is an entity, principal(s) of the proposer who is authorized to submit its RFP response, including a statement of interest, the identity of the proposer, and name of the purchaser of the Premises (if other than proposer), and the name, address and contact information of all interested parties.

Please see attached cover letter.

2. **Price Proposal.** Proposers must state their proposed offered price to be paid for the acquisition of the Property.

We can offer \$300,000 for the purchase of the Batcheller School property. This proposal includes investing \$7 million in CT Housing Finance Authority tax credits and other funding to clean-up the site in preparation for residential use and undertake the significant internal renovations needed to create attractive, sustainable living spaces within the existing classrooms. The acquisition offer is based on consideration of the inherent base value of the site and buildings in their current condition and the significant costs that will be required for the work needed to create 32 apartments within the buildings. We have reviewed the Appraisal that has been provided. This Appraisal determined an estimated value based on the gross size of the Batcheller School buildings and what other properties in much less difficult to access locations and that were zoned for business use sold for on a square foot basis.

3. **Development Plan; Closing Date.**

- a. Each proposer must submit a narrative on the proposer's proposed use of the Property.

The developer proposes to convert the existing classrooms into one and two-bedroom rental homes that could accommodate seniors, young adults, and small families. This would be mixed-income housing; designed to be affordable (not cost more than 30% of the household's income) to households at a range of incomes at or below 80% of the area median income (\$63,000 for a single person; \$81,000 for a 3-person household). There will also be interior and outside

common spaces for the use and enjoyment of the residents. We propose to use the existing elementary school buildings in an efficient and pleasing adaptive re-use, to take advantage of the existing building components that can be retained and improved.

In the current elementary school configuration, there is the large central area that is the gym, cafe, kitchen, stage and a variety of offices and other rooms. This space is approximately 8,000 square feet in total size. This space is considerably larger than is needed for the common space usage for the apartment residents. In our conceptual plan included with the proposal we have shown this space as Adaptive Alternate Use Space. We look forward to ongoing discussions with the Town of Winchester and other organizations on the best possible and desired uses of this space.

We are considering the possibility of installing solar panels on the roofs for environmental sustainability and cost savings for the long-term operations of the development. Some of the existing play areas will be retained and landscaping is planned with gardens and common exterior gathering and picnic areas within the large cleared exterior spaces on the property. These details will be further defined as the overall project is finalized after selection as the developer and with the input and review by the Town.

- b. Proposers must also identify a proposed closing date.

If we are selected as the preferred developer for this site by October 17, 2022 and compliance with the other proposal process and schedule dates in the RFP, we will obtain initial funding to purchase the property by March 31, 2023 and the property would be held by us then until the needed total project funding was received. The proposed closing date on the construction and permanent financing would be summer of 2024. This would also be the start of construction of the adaptive re-use work scope.

- 4. **Site Plan.** Proposers must include a conceptual site plan which identifies landscaping and placement of new structures, driveways, or other basic features.

The current conceptual site and building plans are attached as Exhibit 1.4. As indicated earlier, we propose to utilize the existing site and building layout in their current overall configurations. The site and building layouts are very well adaptable for conversion to residential apartments and common spaces. We will retain the overall site plan and the existing building structures. No additional buildings are proposed. Further details will

be determined after being selected as the developer and with the inputs and participation of the Town of Winchester and residents.

Also see section 3.a. above for further details.

5. **Proposal Security.** Proposal security in the form of a certified check or cashier's check payable to the "Town of Winchester, CT" in the amount of \$5,000.00 must accompany the proposal package.

We understand that tax-exempt registered nonprofit organizations are exempt from submitting a deposit with their proposal. We are such an organization.

6. **References and Property Photos/Addresses.** Each proposer shall include the names, telephone numbers and email addresses of three to six (3 to 6) references.

The development team brings a long history of experience and expertise to the project. NWSHC currently owns and manages one elderly rental development in town- Susan M. B. Perry Senior Housing. They are a 501c3 non-profit organization that was incorporated in 2004. They have a volunteer board of directors with local residents which oversee a professional property manager.

David Berto, owner of Housing Enterprises, Inc., along with his team, is the consultant for this proposed project and worked with NWSHC on Susan M. B. Perry located in Winsted. David Berto created Housing Enterprises, Inc. 28 years ago to provide creative solutions to housing development and to preserve historic structures. Housing Enterprises, Inc. now has a staff of 4 and assists small nonprofit groups and others in all aspects of developing and sustaining all types of affordable, mixed income and mixed-use housing projects in Connecticut and other parts of the country. They work with each organization throughout all steps of the development process to create quality projects that strengthen neighborhoods and provide housing where families and individuals can feel proud to call home.

Jocelyn Ayer is Director of the Litchfield County Center for Housing Opportunity (LC-CHO). Over the last two decades Jocelyn has been involved in all stages of housing development from planning to construction, financing, and operations. She has also worked with 14 municipalities in the region to develop municipal housing plans and provides staff support to the Northwest Connecticut Regional Housing Council. LC-CHO recently received a capacity building grant from the CT Dept. of Housing to provide shared project management support for local housing non-profits. If NWSHC is selected as the preferred developer for this project, LC-CHO will provide shared project management staffing resources and capacity building support to the organization.

Please see attached Exhibit 1.6 for list of references and requested information.

7. **Certifications.** Proposers are required to certify, in their submission, that they have not colluded with any other person submitting a proposal; they must supply a Certificate of Legal Existence from the Secretary of the State's Office; and they must provide a Certificate of Authority in which the proposer, if an entity, identifies the names and addresses of the managers, directors, and/or other parties authorized to act on behalf of the entity.

NWSHC certifies that they have not colluded with any other person submitting a proposal. Please see the attached Certificate of Legal Existence and Certificate of Authority.

8. **Financing Information and, if applicable, Loan Commitment.** Financial statements and background information must be attached to the proposal. If a proposer intends to purchase and renovate the Premises with a purchase money mortgage, the proposer must specify how much is to be borrowed and submit, in its proposal package, a pre-approval letter from an institutional lender acknowledging that the proposer has sufficient financial resources to obtain a loan commitment, subject to prevailing terms and conditions. If the proposer intends to pursue an affordable housing development of any kind, details around the funding that will be pursued and obtained must be attached to the proposal, including timelines for the acquisition of such funds. The proposer must deliver a firm letter of commitment to the Town within sixty (60) days from the date the parties enter into a Purchase and Sale Agreement.

We are proposing adaptive reuse of this property as an affordable housing development that would meet the targeted needs for one- and two-bedroom homes identified in the town's current draft Housing Affordability Plan. The developer and owner will be Northwest Senior Housing Corporation, which is a small local non-profit organization with a local volunteer Board of Directors, or a new 501c3 non-profit corporation formed by the Directors as is common for larger separate projects.

As with their other successful affordable housing development in town, Susan M. B. Perry Senior Housing, there will be a strong team of experienced professionals to ensure that this project will also be successful. Our team has put together initial financial estimates for the construction and operation of this housing development. The estimated total project costs and the expected sources of funding are attached as Exhibit 1.8.

There is a normal process by which affordable housing funding is obtained in the State of Connecticut. As shown on the sources of funding sheet, the main funding sources will be tax credits administered by the Connecticut Housing Finance Authority (CHFA), a CHFA construction loan, CT Department of Housing (DOH) affordable housing funding, and a local bank loan for a permanent mortgage. A letter of interest from funders can be obtained within 60 days of authorization by the Town to provide the property to us to show that the project is within the funders' program criteria and that funding is available from these sources.

Upon selection by the Town of Winchester we will develop the project design details and obtain all Town approvals for the project. This is expected to take approximately 10 months. Full funding applications will then be prepared and submitted, which will take approximately 6 months. Final funding release for site purchase and start of construction will take approximately 6 months. The overall time schedule from selection to full funding and project start is estimated at just under 2 years. This is normal for any affordable housing development in Connecticut. Project construction will take a little less than one year. Attached in Exhibit 1.8.a is a copy of the applicant's 2020 audited financials.

9. **Other.** The proposer should include in this section any other information which the proposer believes the Town should know in order to fully evaluate the proposal, or any special conditions to the proposal.

Affordable housing is permitted by Special Permit in all residential zones. No changes to the Zoning Regulations or to the zone designation are needed for this use.

2) Goals of the Batcheller School Property Sale & Redevelopment

The sale and redevelopment of the Property shall aim to accomplish the following goals:

1. **Create a new, sustainable use for the Property.**

Proposals submitted to the Town may wish, but are not required to consider permitted uses or uses with special permits required as defined by the Town's Zoning Regulations for the Rural Residential Zone. The Zoning Regulations can be found on the Town's website.

This proposal is sustainable in its very nature, as we propose to repurpose the existing buildings, as opposed to tearing down the existing buildings that the community has invested in. As mentioned above, this property is in a residential zoning district. Affordable housing is permitted by Special Permit in all residential zones. Repurposing the former school as affordable housing represents a low impact transition from one integral community use to another. There are 42 senior households on the waiting lists who would like to live at Laurel Commons or Carriage Maker Place, but currently there are no vacancies. In addition, the Winchester Housing Authority has 85 households on their waiting lists. We have also heard that many rental properties that used to have more affordable rents in town have been sold to investors who are raising the rents beyond what current residents can pay. The conversion of the Batcheller School property to 32 apartments would help increase dedicated affordable housing options for Winchester residents like these. This development will also be designed with fiscal sustainability in mind so that the rents will support the ongoing operating costs. As mentioned, units will be energy efficient and may include solar panels to reduce heating and cooling costs and conserve natural resources.

2. **Protect natural lands.**

The Property sits on over 32 acres of land, not all of which are easily buildable. It is the Town's hope that proposals that are put forward will include some amount of land being held in conservation or donated to the Winchester Land Trust.

The existing undeveloped forested portion of the property will remain as natural forest, continuing to provide valuable ecosystem services to the Town of Winchester. We would be happy to initiate conversations with the Winchester Land Trust about permanently protecting the undeveloped portion of the property, through a conservation easement if we are selected as the preferred developer of this property. The long-term protection of a portion of this forest will add to the town's proportion of

dedicated open space and aligns with the values and goals outlined in the 2021 Plan of Conservation and Development (POCD). Much of the land adjacent to the Batcheller School parcel is preserved as PA-490 forest land, and we'd be happy to add to this block of forested open space.

A second way that this proposal aligns with conservation goals in the town's POCD is by addressing stormwater runoff. Due to the nature of the previous property use, there is currently an excess of paved parking areas. In our proposed conversion to residential units, we would only need 1-2 parking spaces per unit (for each of the 32 units), as well as approximately 10-20 guest parking spaces. Therefore, we intend to remove some of the existing impervious parking lot and replace it with native landscaping. We will work with local landscape architects to design a minimum of two rain gardens that will be sized to accommodate stormwater runoff from the remaining parking areas. Rain gardens provide a wide range of benefits, including habitat and food sources for native insects and wildlife, filtration of polluted runoff, and aesthetic and standard of living benefits.

3. Provide financial benefits to the Town via a combination of the initial sale price, annual real estate tax revenue, or *PILOT payments.

Due to its former status as a school and the Town's current ownership of the property, the lot is not currently on the tax rolls. The Town hopes that proposals put forward will reinvigorate this site with new development that will expand Winchester's tax base. *PILOT stands for Payment in Lieu of Taxes – since non-profit firms typically do not pay real estate taxes, they are often asked to make PILOT payments.

There will be many financial benefits to the Town for the adaptive re-use of the Batcheller School as affordable housing. We have included a reasonable initial purchase price for the property in consideration of the existing site improvements and building basic structure that can be retained and used, and in consideration of the still very significant work and associated costs that will be required to create housing units from this framework.

We do propose to pay property taxes under the Payment In Lieu Of Taxes (PILOT) approach mentioned in the RFP. Similar to other PILOT tax agreements, our payment will be set at 5.0% of annual gross income, starting in the second full year of operation. This approach provides for the payment of property taxes, but at a rate consistent with traditional town support of a type of housing that is greatly needed in Town.

4. **Provide an aesthetically pleasing new development that will continue to enhance the value and desirability of the surrounding neighborhood.**

While we are not proposing that the existing buildings be torn down and rebuilt, we do anticipate making all necessary renovations and improvements to the interiors and exteriors to ensure that the living and recreational accommodations are updated, functional, and aesthetically pleasing. Furthermore, we anticipate working with local landscape architects and nurseries to add native plantings and landscaping in strategic locations around the exterior of the buildings and along the roadway.

The newly renovated buildings and landscaping will enhance the value and desirability of the surrounding neighborhood compared to the existing building or a less attractive commercial use of the property in a residential neighborhood. Outdoor play areas will be open to all families in the neighborhood, walking trails could be built by the Winchester Land Trust on the portion of the property that would be preserved and could be open to all Winchester residents. This residential use will also have a less impactful traffic pattern on the neighborhood than the school use did. This will also make the neighborhood more desirable.

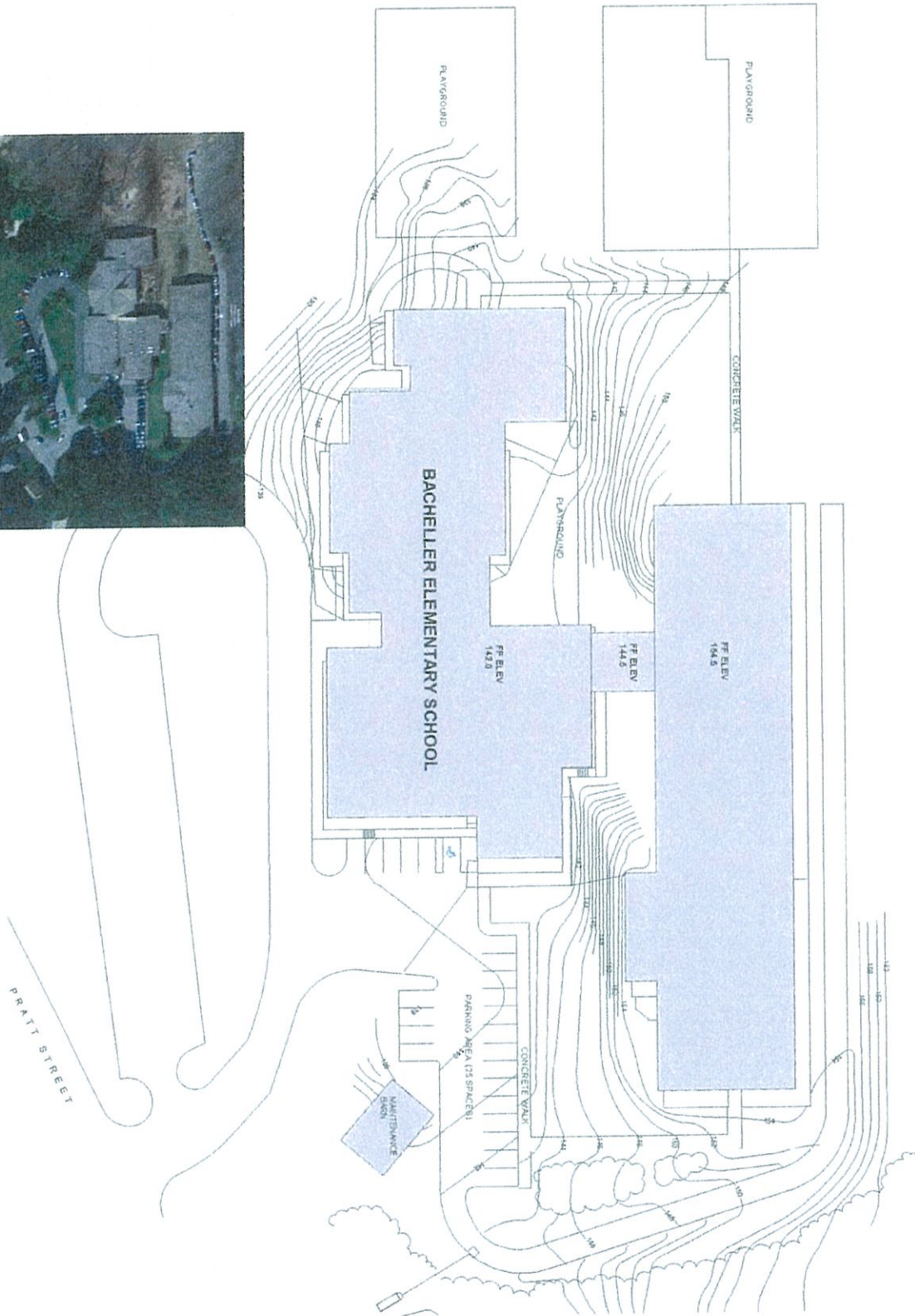
5. **Select a bidder who has experience with similar projects, provides solid references, and is able to proceed with the redevelopment project in a timely manner.**

NWSHC and Housing Enterprises, Inc. (HEI) have extensive experience selecting a construction contractor and the other team members on similar type projects. As you will see in Ex 1.6, NWSHC and HEI collaborated on Susan M. B. Perry Senior Housing in Winsted where they followed a team selection process that HEI developed and has used on similar housing projects over the past twenty years. For the proposed project, the team will follow that same selection process to choose the rest of the development team including the architect, contractor and the property manager. NWSHC, HEI and LC-CHO will establish a selection committee. The committee will consist of members from the developer, housing consultant and LC-CHO. The committee will establish criteria through an RFP and/or RFQ process to identify qualified team members. Submissions will be scored and the team members with the best qualifications and the lowest price will be invited to join the team.

SITE AERIAL



EXISTING SCHEMATIC SITE PLAN



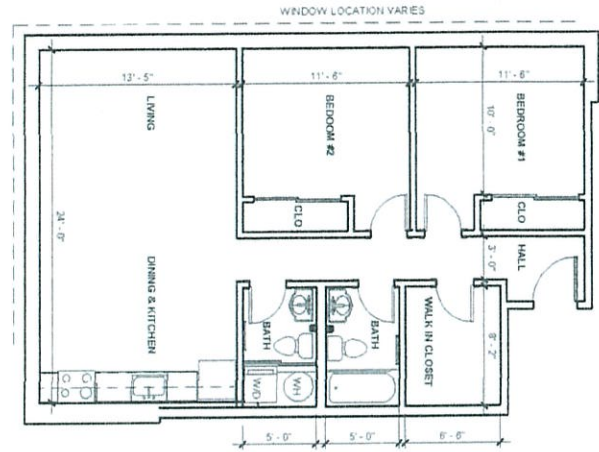
PROPOSED ADAPTIVE REUSE BATCHELLER ELEMENTARY SCHOOL WHA DEVELOPMENT CORPORATION

SCHEMATIC FLOOR PLAN

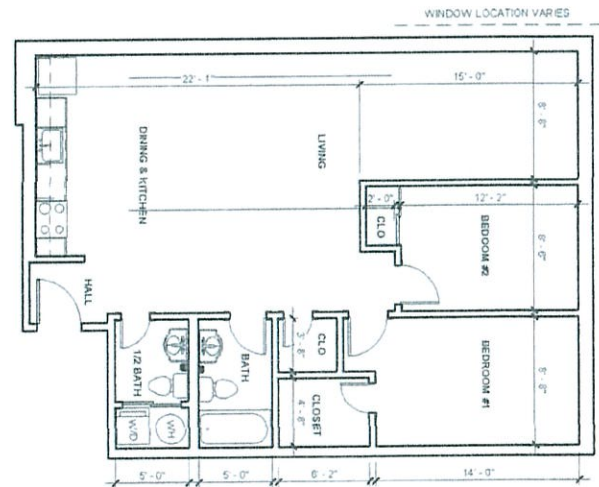


PROPOSED ADAPTIVE REUSE BATCHELLER ELEMENTARY SCHOOL WHA DEVELOPMENT CORPORATION

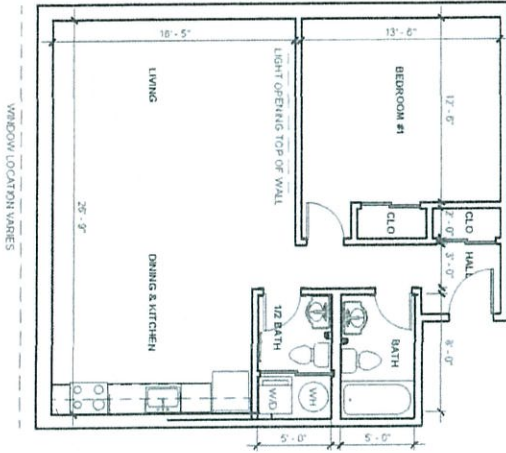
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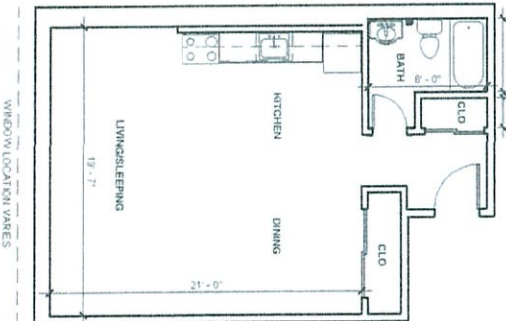
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D



UNIT PLANS
 0 2 4 8'

PROPOSED ADAPTIVE REUSE BATCHELLER ELEMENTARY SCHOOL WHA DEVELOPMENT CORPORATION



Exhibit 6.5 - SOURCES OF FUNDS

DEVELOPMENT NAME		Batcheller School Apartments		APPLICANT		WHA Development Corporation						
TAX CREDIT EQUITY, CAPITAL, GRANTS, Etc.		Construction Sources	Permanent Sources	Construction Paydown	Perman. Interest Rate	Perman. Loan Amort. [Yrs]	Perman. Interest Rate	Fully Amortizing [Y] or [N]	Deferred Payment [Y] or [N]	Scheduled Debt Service	Initial Debt Service Coverage	Financing Notes
DOH Grant Funding [Specify]				0								
CDBG Grant Funds [Specify]				0								
Other Public Funds [Specify]				0								
4 % LIHTC Net Proceeds		1,139,666	2,279,331	1,139,665								
Federal Historic Tax Credit Net Proceeds				0								
State Historic Tax Credit Net Proceeds				0								
CT Housing Tax Credit Contribution (HTCC) Proceeds				0								
Developer / Investor Cash Equity				0								
Homeownership Sales Proceeds				0								
Energy Rebates*				0								
Existing Property Reserves				0								
Other [Specify]				0								
Other [Specify]				0								
Sub-Total		\$1,139,666	\$2,279,331	\$1,139,665								
FINANCING [Sources w/ Notes and Mortgages]		Construction Sources	Permanent Sources	Construction Paydown	Const. Interest Rate	Perman. Loan Amort. [Yrs]	Perman. Interest Rate	Fully Amortizing [Y] or [N]	Deferred Payment [Y] or [N]	Scheduled Debt Service	Initial Debt Service Coverage	Financing Notes
CHFA Loan Taxable Bonds [Specify]		4,000,000		4,000,000	5.500%	30	5.500%		N/A	\$0	N/A	www.chfa.org
CHFA Loan - Non-Bond Proceeds [Specify]		2,594,165		0					N/A	\$0	N/A	
CDBG Loan Funds [Specify]			3,200,000	695,835				N		\$0	N/A	100,000
Other Public Funds [Specify]				0						\$0	N/A	
Deferred Developer Fee		100,000		0				N		\$0	N/A	250,000
Other Amortizing Debt Local Bank Loan			2,254,500	2,254,500		30	5.750%	Y	N	\$157,860	1.304	Local Permanent Loan
Other Amortizing Debt Existing Debt				0						\$0	N/A	0,850
GP Loan				0						\$0	N/A	0,998
Sub-Total		\$6,694,165	\$5,554,500	\$1,139,665						\$157,980		
TOTAL Sources		\$7,833,831	\$7,833,831	\$0								
Total Commercial Cost (Dev. Budget)		\$0	\$0									
Total Development Budget		\$7,833,831	\$7,833,831									
Sources LESS Uses		\$0	\$0									
MAX Deferred Developer Fee Per Budget		\$577,360	\$1,002,703									
% of Total Developer Fee Deferred												58%

GRANTS: 3rd party sources for which no repayment is expected or required from other sources. Soft Debt: 3rd party sources secured by a mortgage and which may require partial or full repayment (with or without interest) are considered financing and should be scheduled under the FINANCING section above.

Intra-Entity (LP, LLC, etc.) loans to be repaid from approved Owner's Distributions are considered Developer / Investor Cash Equity. For transactions utilizing federal Low-Income Housing Tax Credits, the amount of the DDF will be limited to the amount that may be fully recovered by the mortgage, without interest. Deferred/Pledged Developer Fees ("DDF") are considered financing contributions. For transactions utilizing federal Low-Income Housing Tax Credits, the amount of the DDF will be limited to the amount that may be fully recovered by the mortgage, without interest. From CHFA-approved annual distributions during the first fifteen (15) years of operations, CHFA, at its sole discretion, may approve a DDF for less than the permitted maximum.

For construction / interim sources not fully converting to permanent sources, provide information on proposed permanent "paydown" source(s) including estimated paydown amount(s) and specific paydown terms and conditions as may be applicable.

If the Permanent Interest Rate will vary throughout the repayment period, please contact CHFA and/or DOH with specific details to have forms revised.

*If there are questions on the Letter of Participation requirements, please contact the appropriate staff at Eversource or United Illuminating, per their respective websites.

Secretary of the State of Connecticut

Certificate of Legal Existence

Certificate of Legal Existence Certificate

Date Issued: September 21, 2022

I, the Connecticut Secretary of the State, and keeper of the seal thereof, do hereby certify, that the certificate of incorporation for the below domestic Non-Stock corporation was filed in this office.

A certificate of dissolution has not been filed, the corporation has filed all annual reports, and so far, as indicated by the records of this office, such corporation is in existence.

Business Details

Business Name	NORTHWEST SENIOR HOUSING CORPORATION
Business ALEI	US-CT.BER:0803166
Formation Date	11/24/2004



Secretary of the State

Certificate of Authority

I, Laurence Hannafin, am the President of the Northwest Senior Housing Corp., a 501(C)3 corporation organized in the State of Connecticut. Following are the names and addresses of all current board members:

Laurence (Larry) Hannafin, President
12 Laurel Way
Norfolk, CT 06058
(860) 542-5841

Dr. N. Gary Jamieson, Vice President
79 Park Place
Winsted, CT 06098
(860) 379-5898

Dierdre (Houlihan) DiCara, Treasurer
244 South Road
Winsted, CT 06098
(860) 379-5260

Douglas W. Brand, Secretary
169 Marshall Street
Winsted, CT 06098
(860) 379-4593

Mary Baker
(860) 379-0164

Chris Battista
PO Box 87
Winchester Center, CT 06094
(860) 379-5639

Laurence (Larry) Hannafin has been authorized by the board of directors to act on behalf of the Northwest Senior Housing Corp.

Laurence Hannafin

Signature

September 22, 2022
Date

NORTHWEST SENIOR HOUSING CORPORATION
HUD PROJECT NO. 017-EE088
Report on Audit of the Financial
Statements and Supplemental Data
For the Year Ended December 31, 2020

KIRCALDIE, RANDALL & McNAB LLC

In charge accountant:

Brian S. Borgerson, CPA
Kircaldie, Randall & McNab LLC
605 Washington Avenue
North Haven, Connecticut 06473
Telephone No. (203) 239-4478
Firm ID No. 06-041553

NORTHWEST SENIOR HOUSING CORPORATION

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KIRCALDIE, RANDALL & MCNAB LLC

CERTIFIED PUBLIC ACCOUNTANTS
NORTH HAVEN, CONNECTICUT 06473

Independent Auditor's Report

To the Board of Directors
Northwest Senior Housing Corporation
Winsted, Connecticut

HUD Field Office Director
Hartford, Connecticut

Report on the Financial Statements

We have audited the accompanying financial statements of Northwest Senior Housing Corporation, HUD Project No. 017-EE088 (*a non-profit corporation*), (the "Project"), which comprise the statement of financial position as of December 31, 2020, and the related statements of activities and cash flows for the year then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Project's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Project's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Northwest Senior Housing Corporation as of December 31, 2020, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Report on Summarized Comparative Information

We have previously audited the Northwest Senior Housing Corporation's 2019 financial statements, and we expressed an unmodified audit opinion on those audited financial statements in our report dated April 15, 2020. In our opinion, the summarized comparative information presented herein as of and for the year ended December 31, 2019, is consistent, in all material respects, with the audited financial statements from which it has been derived.

Other Matters

Other Information

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying supplementary information shown on pages 15 to 23 is presented for purposes of additional analysis as required by the Consolidated Audit Guide for Audits of HUD Programs issued by the U.S. Department of Housing and Urban Development, Office of the Inspector General, and is not a required part of the financial statements. The accompanying schedule of expenditures of federal awards, as required by the Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance), is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated, in all material respects, in relation to the financial statements as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated September 21, 2021, on our consideration of Northwest Senior Housing Corporation's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Northwest Senior Housing Corporation's internal control over financial reporting and compliance.

Kircaldie Randall & McNab LLC

North Haven, Connecticut
September 21, 2021

KIRCALDIE, RANDALL & McNAB LLC
CERTIFIED PUBLIC ACCOUNTANTS
NORTH HAVEN, CONNECTICUT 06473

**Independent Auditor's Report on Internal Control over Financial
Reporting and on Compliance and Other Matters Based on an Audit
of Financial Statements Performed in Accordance
with Government Auditing Standards**

To the Board of Directors
Northwest Senior Housing Corporation
Winsted, Connecticut

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Northwest Senior Housing Corporation which comprise the statement of financial position as of December 31, 2020, and the related statements of activities, changes in net assets and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated September 21, 2021.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered Northwest Senior Housing Corporation's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Northwest Senior Housing Corporation's internal control. Accordingly, we do not express an opinion on the effectiveness of Northwest Senior Housing Corporation's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A material weakness is a deficiency, or combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the Project's financial statements will not be prevented, or detected and corrected on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether Northwest Senior Housing Corporation's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, noncompliance

with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Project's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Project's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Kircaldie Randall & McNab LLC

North Haven, Connecticut
September 21, 2021

KIRCALDIE, RANDALL & McNAB LLC
CERTIFIED PUBLIC ACCOUNTANTS
NORTH HAVEN, CONNECTICUT 06473

**Independent Auditor's Report on Compliance for Each Major Program;
Report on Internal Control over Compliance; and Report on Schedule
of Expenditures of Federal Awards Required
by the Uniform Guidance**

To the Board of Directors
Northwest Senior Housing Corporation
Winsted, Connecticut

Report on Compliance for Each Major Federal Program

We have audited Northwest Senior Housing Corporation's, (a nonprofit corporation), HUD Project No. 017-EE088 (the "Project"), compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on each of its major federal programs for the year ended December 31, 2020. The Project's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

Management's Responsibility

Management is responsible for compliance with the requirements of laws, regulations, contracts, and grants applicable to its federal programs.

Auditor's Responsibility

Our responsibility is to express an opinion on compliance for each of Northwest Senior Housing Corporation's major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about Northwest Senior Housing Corporation's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of Northwest Senior Housing Corporation's compliance.

Opinion on Each Major Federal Program

In our opinion Northwest Senior Housing Corporation complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended December 31, 2020.

Report on Internal Control Over Compliance

Management of Northwest Senior Housing Corporation is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered Northwest Senior Housing Corporation's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of Northwest Senior Housing Corporation's internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A material weakness in internal control over compliance is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of The Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

Kircaldie Randall & McNab LLC

North Haven, Connecticut
September 21, 2021

NORTHWEST SENIOR HOUSING CORPORATION
HUD PROJECT NO. 017-EE088
STATEMENTS OF FINANCIAL POSITION
DECEMBER 31, 2020 AND 2019

	<u>2020</u>	<u>2019</u>
ASSETS		
<u>Current assets:</u>		
Cash on hand	\$ 33,376	\$ 4,556
Accounts receivable, net	39	42
Prepaid expenses	939	950
Total current assets	<u>\$ 34,354</u>	<u>\$ 5,548</u>
<u>Restricted assets:</u>		
Tenant security deposits	\$ 8,752	\$ 8,328
Reserve for replacements	106,476	92,616
Total restricted assets	<u>\$ 115,228</u>	<u>\$ 100,944</u>
Fixed assets, net of depreciation	\$ 2,921,483	\$ 3,023,839
Total assets	<u><u>\$ 3,071,065</u></u>	<u><u>\$ 3,130,331</u></u>
LIABILITIES		
<u>Current liabilities:</u>		
Accounts payable—trade	\$ 35,257	\$ 5,374
Accrued expenses	1,456	3,206
Total current liabilities	<u>\$ 36,713</u>	<u>\$ 8,580</u>
Tenant security deposits	8,115	7,500
Total long-term liabilities	<u>\$ 8,115</u>	<u>\$ 7,500</u>
Total liabilities	<u>\$ 44,828</u>	<u>\$ 16,080</u>
NET ASSETS		
Net assets—without donor restrictions	\$ (129,463)	\$ (41,449)
Net assets—with donor restrictions	3,155,700	3,155,700
Total net assets	<u>\$ 3,026,237</u>	<u>\$ 3,114,251</u>
Total liabilities and net assets	<u><u>\$ 3,071,065</u></u>	<u><u>\$ 3,130,331</u></u>

KIRCALDIE, RANDALL & McNAB LLC

See independent auditor's report and notes to the financial statements

NORTHWEST SENIOR HOUSING CORPORATION
HUD PROJECT NO. 017-EE088
STATEMENTS OF ACTIVITY
FOR THE YEAR ENDED DECEMBER 31, 2020

(with summarized financial information for the year ended December 31, 2019)

	2020			2019
	<u>Without Donor Restrictions</u>	<u>With Donor Restrictions</u>	<u>Total</u>	<u>Total</u>
<u>Revenue</u>				
Rent revenue	\$ 251,946	\$ -	\$ 251,946	\$ 253,920
Investment revenue	64	-	64	109
Other revenue	1,435	-	1,435	1,474
Net assets released from restriction	-	-	-	-
Total revenue	<u>\$ 253,445</u>	<u>\$ -</u>	<u>\$ 253,445</u>	<u>\$ 255,503</u>
<u>Expenses</u>				
Program expenses	\$ 341,459	\$ -	\$ 341,459	\$ 344,904
Management and general expenses	-	-	-	-
Total expenses	<u>\$ 341,459</u>	<u>\$ -</u>	<u>\$ 341,459</u>	<u>\$ 344,904</u>
Change in net assets	<u>\$ (88,014)</u>	<u>\$ -</u>	<u>\$ (88,014)</u>	<u>\$ (89,401)</u>
Net assets, beginning	<u>\$ (41,449)</u>	<u>\$ 3,155,700</u>	<u>\$ 3,114,251</u>	<u>\$ 3,203,652</u>
Net assets, ending	<u><u>\$ (129,463)</u></u>	<u><u>\$ 3,155,700</u></u>	<u><u>\$ 3,026,237</u></u>	<u><u>\$ 3,114,251</u></u>

KIRCALDIE, RANDALL & McNAB LLC

See independent auditor's report and notes to the financial statements

NORTHWEST SENIOR HOUSING CORPORATION
HUD PROJECT NO. 017-EE088
STATEMENTS OF CASH FLOWS
FOR THE YEARS ENDED DECEMBER 31, 2020 AND 2019

	<u>2020</u>	<u>2019</u>
<u>Cash Flows From Operating Activities:</u>		
Rental receipts	\$ 251,979	\$ 253,935
Interest received	65	108
Other income	1,435	1,704
Total receipts	<u>\$ 253,479</u>	<u>\$ 255,747</u>
Administrative	\$ (17,092)	\$ (16,359)
Management fees	(17,786)	(25,110)
Utilities	(38,633)	(41,927)
Salaries and wages	(55,644)	(78,191)
Operating and maintenance	(30,272)	(42,554)
Real estate taxes	(15,225)	(15,225)
Property insurance	(23,955)	(23,609)
Miscellaneous taxes and insurance	(9,326)	(12,662)
Tenant security deposits	(309)	(9)
Miscellaneous financial expenses	(12)	(25)
Total disbursements	<u>\$ (208,254)</u>	<u>\$ (255,671)</u>
Net cash provided (used) by operating activities	<u>\$ 45,225</u>	<u>\$ 76</u>
<u>Cash Flows From Investing Activities:</u>		
Net deposits to replacement reserves	\$ (13,860)	\$ 5,170
Purchase of fixed assets	(2,545)	(12,817)
Net cash provided (used) by investing activities	<u>\$ (16,405)</u>	<u>\$ (7,647)</u>
Net increase (decrease) in cash	\$ 28,820	\$ (7,571)
Cash at beginning of year	4,556	12,127
Cash at end of year	<u>\$ 33,376</u>	<u>\$ 4,556</u>

KIRCALDIE, RANDALL & McNAB LLC

See independent auditor's report and notes to the financial statements

NORTHWEST SENIOR HOUSING CORPORATION
HUD PROJECT NO. 017-EE088
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEARS ENDED DECEMBER 31, 2020 AND 2019

Note 1 – Organization and Summary of Significant Accounting Policies:

Northwest Senior Housing Corporation was organized as a non-profit housing project for the elderly and is in compliance with Section 202 Grant Funds of the National Housing Act. It has constructed and operates an apartment complex, Susan M. B. Perry Senior Housing, of 20 units and is located in Winsted, Connecticut. Such projects are regulated by HUD as to rent charges and operating methods. The Project receives approximately 60% of its income through HUD subsidies.

The following significant accounting policies have been followed in the preparation of the financial statements:

- The accompanying financial statements have been prepared on the accrual basis of accounting in accordance with accounting principles generally accepted in the United States in *Financial Accounting Standards Board (FASB), Accounting Standards Codification (ASC) 958, Not-for-Profit Entities*.
- The Project utilizes the accrual basis of accounting whereby revenue is recognized when earned rather than when received and expenses when incurred rather than when paid.
- The Project follows the standards of accounting and financial reporting for Not-For-Profit Entities as required by the FASB, whereby an organization's net assets and its revenues, expenses, gains and losses are classified based on the existence or absence of donor-imposed restrictions.
 - Net Assets Without Donor Restrictions – Net assets available for use in general operations and not subject to donor (or certain grantor) restrictions.
 - Net Assets With Donor Restrictions – Net assets subject to donor- (or certain grantor-) imposed restrictions. Some donor-imposed restrictions are temporary in nature, such as those that will be met by the passage of time or other events specified by the donor. Other donor-imposed restrictions are perpetual in nature, where the donor stipulates that resources be maintained in perpetuity.
- Depreciation is provided, using the straight-line method over the estimated useful lives of the assets. The building is being depreciated over a life of 40 years and the equipment over 3 to 7 years. A capital asset is defined by the Project as asset with an initial individual cost of more than \$1,000 and an estimated useful life of more than one year.
- Northwest Senior Housing Corporation is exempt from federal income tax under the Internal Revenue Code, §501(c)(3). There has, therefore, been no income tax provided for in the financial statements.
- The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions. This will affect the reported amounts of assets and liabilities, disclosures of contingent assets and liabilities

NORTHWEST SENIOR HOUSING CORPORATION
HUD PROJECT NO. 017-EE088
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEARS ENDED DECEMBER 31, 2020 AND 2019

at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from these estimates.

- The accompanying financial statements include certain prior-year summarized comparative information in total but not by net asset class. Such information does not constitute a presentation in conformity with accounting principles generally accepted in the United States of America (U.S. GAAP). Accordingly, such information should be read in conjunction with our audited financial statements for the year ended December 31, 2019, from which the information was derived.
- Effective January 1, 2018, the Project adopted the provisions of ASU No. 2016-14, Presentation of Financial Statements of Not-for-Profit Entities. This update provides certain improvements in financial reporting for not-for-profit organizations and requires changes to net asset classification, enhancements to liquidity presentation and disclosures and presentation of an analysis of expenses by function and by nature, among other changes.

Note 2 – Liquidity:

Financial assets available for general expenditure, that is, without donor or other restrictions limiting their use, within one year of the balance sheet date, comprise the following:

	2020	2019
Cash	\$ 33,376	\$ 4,556
Accounts receivable, net	39	42
	<u>\$ 33,415</u>	<u>\$ 4,598</u>

The Project collects rental income from the apartments it operates. The amount of income which may be raised is fixed by the number of apartments (20), and the rent they are allowed to charge based on approval of the regulator. The regulatory agreement requires that set amounts be deposited to replacement reserves during the year. After the end of the fiscal year this agreement calls for 'excess' funds to be deposited into a restricted residual receipts account.

As more fully described in Note 5 the Project holds restricted reserves which may not be accessed without approval of the regulator.

Note 3 – Net Assets With Donor Restrictions:

Assets labeled 'Net assets — With Donor Restrictions' are funds obtained under a Capital Advance Agreement with the US Department of Housing and Urban Development. The advance bears no interest rate and is not required to be repaid so long as the housing remains available to eligible low-income households for a period of forty (40) years. The terms of the grant allot \$3,155,700 in funding. The restriction expires January 14, 2049.

Note 4 – Restricted Deposits:

Under terms of the regulatory agreement the Project is required to set aside specified amounts for the replacement of property and other project expenditures as approved by HUD. Restricted

NORTHWEST SENIOR HOUSING CORPORATION
HUD PROJECT NO. 017-EE088
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEARS ENDED DECEMBER 31, 2020 AND 2019

funds of \$106,476 and \$92,616 at December 31, 2020 and 2019 respectively, are held in separate accounts and generally are not available for operating purposes.

Note 5 – Management Fees:

Per agreement Northwest Senior Housing Corporation pays a management fee equal to 8.5% of rent collected, each month to DeMarco Management Company. For the years ended December 31, 2020 and 2019, management fees were \$21,383 and \$21,585 respectively.

Note 6 – Rent Increases:

Under the regulatory agreement, the Project may not increase rents charged to tenants without HUD approval.

Note 7 – Expenses by Nature and Function:

The following schedule details the balance in services coordinator line of the statement of functional expenses:

	<u>Program Activities</u>	
	2020	2019
Administrative expenses	\$ 87,718	\$ 86,655
Utilities	39,274	41,215
Operating and maintenance	53,473	58,793
Taxes and insurance	51,469	49,371
Financial expenses	12	25
Depreciation	<u>109,513</u>	<u>108,845</u>
Total	<u>\$ 341,459</u>	<u>\$ 344,904</u>

Note 8 – Land Lease:

The Project has entered into a lease agreement with a related party for land in Winchester upon which the project has been constructed. Rent is \$1 per year. The lease terminates June 30, 2082, upon which time the ownership of all facilities on the property will revert to the lessor.

Note 9 – Accounts Receivable:

The following schedule details the balance on the statement of financial position:

	2020	2019
Tenant receivables	\$ 39	\$ 42
Subsidy receivables	<u>-</u>	<u>-</u>
Total	<u>\$ 39</u>	<u>\$ 42</u>

Note 10 – Related Parties:

The Project is related by common directorship to the Winsted Health Center, Inc., (a nonprofit corporation) and the Winsted Health Center Foundation, Inc., (a nonprofit corporation). All

NORTHWEST SENIOR HOUSING CORPORATION
HUD PROJECT NO. 017-EE088
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEARS ENDED DECEMBER 31, 2020 AND 2019

directors of the Project must be directors of the Winsted Health Center Foundation, Inc., or be approved by said organization.

Note 11 – Current Vulnerability Due to Certain Considerations:

The Project's sole asset is a 20-unit apartment project. The Project's operations are concentrated in the multifamily elderly real estate market. In addition, the Project operates in a heavily regulated environment. The operations of the Project are subject to the administrative directives, rules and regulations of federal, state and local regulatory agencies, including, but not limited to, HUD. Such administrative directives, rules and regulations are subject to change by act of Congress or an administrative change mandated by HUD. Such changes may occur with little notice or inadequate funding to pay for the related cost, including the additional administrative burden, to comply with the change.

Note 12 – Subsequent Events:

Subsequent events have been evaluated by management through September 21, 2021. The financial statements were available for issue on September 21, 2021.

Supplemental Data

NORTHWEST SENIOR HOUSING CORPORATION
HUD PROJECT NO. 017-EE088
SUPPLEMENTAL DATA REQUIRED BY HUD
FOR THE YEAR ENDED DECEMBER 31, 2020

BALANCE SHEET

ASSETS

1120	Cash on hand	\$	30,487
1121	Construction cash		2,889
1130	Accounts receivable—Tenants		39
1200	Prepaid expenses		940
1100T	Total current assets	\$	34,355
1191	Tenant security deposits	\$	8,752
1320	Reserve for replacements	\$	106,476
1300T	Total deposits and funded reserves	\$	106,476
1420	Buildings	\$	4,087,192
1440	Building equipment		103,156
1450	Furniture, common areas		21,264
1465	Office equipment		8,343
1400T	Total fixed assets	\$	4,219,955
1495	Accumulated depreciation		1,298,472
1400N	Net fixed assets	\$	2,921,483
1000T	Total assets	\$	3,071,066

LIABILITIES

2110	Accounts payable—trade	\$	36,661
2210	Prepaid revenue		53
2122T	Total current liabilities	\$	36,714
2191	Tenant security deposits	\$	8,115
2000T	Total liabilities	\$	44,829

NET ASSETS

3131	Net assets—without donor restrictions	\$	(129,463)
3133	Net assets—with donor restrictions		3,155,700
3130	Total net assets	\$	3,026,237
2033T	Total liabilities and net assets	\$	3,071,066

KIRCALDIE, RANDALL & McNAB LLC

See independent auditor's report

NORTHWEST SENIOR HOUSING CORPORATION
HUD PROJECT NO. 017-EE088
SUPPLEMENTAL DATA REQUIRED BY HUD
FOR THE YEAR ENDED DECEMBER 31, 2020

PROFIT AND (LOSS)

RENT REVENUE

5120	Rent revenue - gross potential	\$ 100,572
5121	Tenant assistance payments	153,348
5100T	Total rent revenue potential at 100% occupancy	<u>\$ 253,920</u>

VACANCIES

5220	Apartments	\$ (1,974)
5200T	Total vacancies	<u>\$ (1,974)</u>
5152N	Net rental revenue less vacancies	<u>\$ 251,946</u>

FINANCIAL REVENUE

5410	Interest income-operations	\$ 4
5440	Interest income-replacement reserves	60
5400T	Total financial revenue	<u>\$ 64</u>

OTHER REVENUE

5910	Laundry income	\$ 1,435
5900T	Total financial revenue	<u>\$ 1,435</u>
5000T	Total revenue	<u>\$ 253,445</u>

ADMINISTRATIVE EXPENSES

6210	Advertising	\$ 18
6250	Other renting expenses	929
6310	Office salaries	49,222
6311	Office expenses	9,361
6320	Management	21,383
6350	Audit	3,755
6351	Bookkeeping fees/accounting services	2,640
6370	Bed debts	410
6263T	Total administrative expenses	<u>\$ 87,718</u>

KIRCALDIE, RANDALL & McNAB LLC

See independent auditor's report

NORTHWEST SENIOR HOUSING CORPORATION
HUD PROJECT NO. 017-EE088
SUPPLEMENTAL DATA REQUIRED BY HUD
FOR THE YEAR ENDED DECEMBER 31, 2020

UTILITIES

6420	Fuel oil	\$	360
6450	Electricity (light and misc. power)		24,666
6451	Water		3,661
6452	Gas		8,703
6453	Sewer		1,884
6400T	Total utilities expense	\$	<u>39,274</u>

OPERATING AND MAINTENANCE EXPENSES

6510	Payroll	\$	18,009
6515	Supplies		2,923
6520	Contracts		22,003
6525	Garbage and trash removal		2,819
6530	Security contracts		674
6546	HVAC maintenance and repair		2,159
6548	Snow removal		4,886
6500T	Total operating and maintenance expenses	\$	<u>53,473</u>

TAXES AND INSURANCE

6710	Real estate taxes	\$	15,225
6711	Payroll taxes (FICA)		7,932
6720	Property and liability insurance (hazard)		24,905
6722	Workmen's compensation		2,842
6723	Health insurance and other employee benefits		515
6790	Miscellaneous taxes & insurance		50
6700T	Total taxes and insurance	\$	<u>51,469</u>

FINANCIAL EXPENSES

6890	Miscellaneous financial expenses	\$	12
6800T	Total financial expenses	\$	<u>12</u>

ELDERLY AND CONGREGATE SERVICES EXPENSES

6900	Elderly and congregate services expenses	\$	<u>-</u>
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KIRCALDIE, RANDALL & McNAB LLC

See independent auditor's report

NORTHWEST SENIOR HOUSING CORPORATION
HUD PROJECT NO. 017-EE088
SUPPLEMENTAL DATA REQUIRED BY HUD
FOR THE YEAR ENDED DECEMBER 31, 2020

6000T	Total cost of operations before depreciation	\$ 231,946
5060T	Profit (loss) before depreciation	\$ 21,499
6600	Depreciation	109,513
6610	Amortization expense	-
5060N	Operating profit or (loss)	<u>\$ (88,014)</u>

CORPORATE OR MORTGAGOR REVENUE/EXPENSES

7105	Entity revenue	\$ -
7190	Other expenses	-
7100T	Net entity expenses	<u>\$ -</u>

CHANGE IN NET ASSETS FROM OPERATIONS

3247	Change in net assets without donor restrictions	(88,014)
3249	Change in net assets with donor restrictions	-
3250	Change in total net assets from operations	<u><u>\$ (88,014)</u></u>

PART II

S1000-010	Total principal payments required under the mortgage, even if payments under a Workout Agreement are less or more than those required under the mortgage.	\$ -
S1000-020	Replacement Reserve Deposits required by the Regulatory Agreement or Amendments thereto, even if payments may be temporarily suspended or waived.	\$ 13,800
S1000-030	Replacement or Painting Reserve releases which are included as expenses items on this Profit and Loss statement.	\$ -
S1000-040	Project Improvement Reserve Releases under the Flexible Subsidy Program that are included as expenses items on this Profit and Loss statement.	\$ -

KIRCALDIE, RANDALL & McNAB LLC

See independent auditor's report

NORTHWEST SENIOR HOUSING CORPORATION
HUD PROJECT NO. 017-EE088
SUPPLEMENTAL DATA REQUIRED BY HUD
FOR THE YEAR ENDED DECEMBER 31, 2020

EQUITY DATA

S1100-060	Previous year net assets without donor restrictions	\$	(41,449)
3247	Change in net assets without donor restrictions		(88,014)
S1100-065	Other changes in net assets without donor restrictions		-
3131	Net assets without donor restrictions	\$	<u>(129,463)</u>
S1100-080	Previous year net assets with donor restrictions	\$	3,155,700
3249	Change in net assets with donor restrictions		-
S1100-085	Change in net assets with donor restrictions		-
3133	Net assets with donor restrictions	\$	<u>3,155,700</u>
S1100-050	Previous year total net assets	\$	3,114,251
3250	Change in total net assets		(88,014)
S1100-055	Other changes in total net assets		-
3130	Total net assets	\$	<u><u>3,026,237</u></u>

KIRCALDIE, RANDALL & McNAB LLC

See independent auditor's report

NORTHWEST SENIOR HOUSING CORPORATION
HUD PROJECT NO. 017-EE088
SUPPLEMENTAL DATA REQUIRED BY HUD
FOR THE YEAR ENDED DECEMBER 31, 2020

CASH FLOWS

CASH FLOWS FROM OPERATING ACTIVITIES

S1200-010 Rental receipts	\$ 251,979
S1200-020 Interest received	65
S1200-030 Other receipts	1,435
S1200-040 Total receipts	<u>\$ 253,479</u>
S1200-050 Administrative	\$ (17,092)
S1200-070 Management fees	(17,786)
S1200-090 Utilities	(38,633)
S1200-100 Salaries and wages	(55,644)
S1200-110 Operating and maintenance	(30,272)
S1200-120 Real estate taxes	(15,225)
S1200-140 Property insurance	(23,955)
S1200-150 Miscellaneous taxes and insurance	(9,326)
S1200-160 Tenant security deposits	(309)
S1200-220 Miscellaneous financial expenses	(12)
S1200-230 Total disbursements	<u>\$ (208,254)</u>
S1200-240 Net cash provided (used) by operating activities	<u>\$ 45,225</u>

CASH FLOWS FROM INVESTING ACTIVITIES

S1200-250 Net deposits to miscellaneous escrows	\$ (13,860)
S1200-330 Purchase of fixed assets	(2,545)
S1200-350 Net cash provided (used) by investing activities	<u>\$ (16,405)</u>
S1200-470 Net increase (decrease) in cash	\$ 28,820
S1200-480 Cash at beginning of year	4,556
S1200T Cash at end of year	<u>\$ 33,376</u>

S1200-620 Accounts payable at December 31, 2020, include fixed assets of \$4,612.

KIRCALDIE, RANDALL & McNAB LLC

See independent auditor's report

NORTHWEST SENIOR HOUSING CORPORATION
HUD PROJECT NO. 017-EE088
SUPPLEMENTAL DATA REQUIRED BY HUD
FOR THE YEAR ENDED DECEMBER 31, 2020

Reserve for Replacements:

In accordance with the provisions of the regulatory agreement, restricted cash is held by Northwest Community Bank to be used for replacements or improvements to the property with HUD approval.

Balance, January 1	\$	92,616
Deposits		13,800
Loan repayment		-
Interest earned		60
	\$	<u>106,476</u>
HUD approved withdrawals		-
Balance, December 31	\$	<u><u>106,476</u></u>

KIRKALDIE, RANDALL & McNAB LLC

NORTHWEST SENIOR HOUSING CORPORATION
HUD PROJECT NO. 017-EE088
SUPPLEMENTAL DATA REQUIRED BY HUD
FOR THE YEAR ENDED DECEMBER 31, 2020

Computation of Surplus Cash, Distributions, and Residual Receipts (Annual)

S1300-010	Cash (Accounts 1110, 1120, 1191, 1192)	\$	39,239
1135	Tenant subsidy vouchers due for period covered by financial statement		-
S1300-030	Other (described)		-
S1300-040	Total cash	\$	<u>39,239</u>
S1300-050	Accrued mortgage interest payable	\$	-
S1300-060	Delinquent mortgage principal payments		-
S1300-070	Delinquent deposits to reserve for replacements		-
S1300-075	Accounts payable (due within 30 days)		36,661
S1300-080	Loans and notes payable (due within 30 days)		-
S1300-090	Deficient Tax Insurance or MIP Escrow Deposits		32,263
S1300-100	Accrued expenses (not escrowed)		-
2210	Prepaid Rents		53
2191	Tenant security deposits liability		8,115
S1300-010	Other		-
S1300-140	Total current obligations	\$	<u>77,092</u>
S1300-150	Surplus cash (deficiency)	\$	<u>(37,853)</u>
S1300-210	Deposit due residual receipts	\$	<u>-</u>

KIRCALDIE, RANDALL & McNAB LLC

See independent auditor's report

NORTHWEST SENIOR HOUSING CORPORATION
HUD PROJECT NO. 017-EE088
SUPPLEMENTAL DATA REQUIRED BY HUD
FOR THE YEAR ENDED DECEMBER 31, 2020

	Assets			
	Balance			Balance
	<u>January 1</u>	<u>Additions</u>	<u>Deductions</u>	<u>December 31</u>
Buildings	\$ 4,087,192	\$ -	\$ -	4,087,192
Building equipment	98,544	4,612	-	103,156
Furniture	21,264	-	-	21,264
Office equipment	8,419	2,545	2,621	8,343
	<u>\$ 4,215,419</u>	<u>\$ 7,157</u>	<u>\$ 2,621</u>	<u>\$ 4,219,955</u>

	Depreciation			
	Balance			Balance
	<u>January 1</u>	<u>Additions</u>	<u>Deductions</u>	<u>December 31</u>
Buildings	\$ 1,122,774	\$ 102,874	\$ -	\$ 1,225,648
Building equipment	39,123	5,790	-	44,913
Furniture	21,264	-	-	21,264
Office equipment	8,419	849	2,621	6,647
	<u>\$ 1,191,580</u>	<u>\$ 109,513</u>	<u>\$ 2,621</u>	<u>\$ 1,298,472</u>

	Book
	Value
Buildings	\$ 2,861,544
Building equipment	58,243
Furniture	-
Office equipment	1,696
	<u>\$ 2,921,483</u>

Assets Purchased:

Hot water heater	Building equipment	\$ 4,612
Computers	Office equipment	2,545
		<u>\$ 7,157</u>

Asset Dispositions:

Computers	Office equipment	\$ 2,621
		<u>\$ 2,621</u>

See independent auditor's report

Federal Single Audit Schedules

NORTHWEST SENIOR HOUSING CORPORATION
HUD PROJECT NO. 017-EE088
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
FOR THE YEAR ENDED DECEMBER 31, 2020

Federal Grantor/Pass-Through Grantor/Program	Federal CFDA Number	Federal Expenditures
<u>U.S. Department of Housing and Urban Development:</u>		
Supportive Housing for the Elderly—Section 202 Capital Advance	14.157	3,155,700
Supportive Housing for the Elderly—Rental Assistance	14.157	153,348
Total direct awards		<u>\$ 3,309,048</u>
<i>Total Expenditures of Federal Awards</i>		<u><u>\$ 3,309,048</u></u>

Note A — Basis of Presentation:

The accompanying schedule of expenditures of federal awards includes the federal grant activity of Northwest Senior Housing Corporation and is presented on the accrual basis of accounting. The information in this schedule is presented in accordance with the requirements of the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance). The Schedule presents only a selected portion of the operations of Northwest Senior Housing Corporation. It is not intended to, and does not present, the financial position or changes in net assets of Northwest Senior Housing Corporation.

Note B — Summary of Significant Accounting Policies:

Expenditures reported on the Schedule are reported on the accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement. Northwest Senior Housing Corporation has elected not to use the 10 percent de minimis indirect cost rate as allowed under the Uniform Guidance.

Note C — U.S. Department of Housing and Urban Development Loan Program:

Northwest Senior Housing Corporation has received a U.S. Department of Housing and Urban Development Section 202 Capital Advances. The loan balance outstanding at the beginning of the year is included in the federal expenditures presented in the Schedule. Northwest Senior Housing Corporation received no additional loans during the year. The balance of the loan outstanding at December 31, 2020, consists of:

Program Name	CFDA #
Section 202 Capital Advance	14.157 \$ 3,155,700

NORTHWEST SENIOR HOUSING CORPORATION
HUD PROJECT NO. 017-EE088
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
FOR THE YEAR ENDED DECEMBER 31, 2020

Section I — Summary of Auditor's Results:

Financial Statements:

Type of auditor's report issued: *Unmodified*

	<u>Yes</u>	<u>No/None Reported</u>
Internal control over financial reporting:		
• Material weaknesses identified?		✓
• Significant deficiencies identified?		✓
Noncompliance material to financial statements noted?		✓

Federal Awards:

Internal control over major programs:

- Material weaknesses identified? ✓
- Significant deficiencies identified? ✓

Type of auditor's report issued on compliance for major programs: *Unmodified*

Any audit findings disclosed that are required to be reported in
accordance with §200.516 of the OMB Uniform Guidance?

✓

Major programs:

14.157 Supportive Housing for the Elderly

Dollar threshold used to distinguish between type A and B programs: \$750,000

Auditee qualified as low risk?

✓

Section II — Financial Statement Findings:

No findings or questioned costs are reported relating to the financial statements.

Section III — Federal Awards Findings and Questioned Costs:

No findings or questioned costs are reported relating to Federal financial assistance programs.

**NORTHWEST SENIOR HOUSING CORPORATION
HUD PROJECT NO. 017-EE088**

MANAGEMENT AGENT'S CERTIFICATION

We hereby certify that we have examined the accompanying financial statements and supplemental data of Northwest Senior Housing Corporation and, to the best of our knowledge and belief, the same is complete and accurate.

DocuSigned by:
 9/25/2021
776C80F558A4463

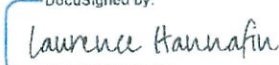
Matthew Fontaine, Controller Date
DeMarco Management Company
EIN 06-1371436

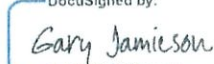
NORTHWEST SENIOR HOUSING CORPORATION
HUD PROJECT NO. 017-EE088

CERTIFICATE OF MORTGAGORS

We hereby certify that we have examined the accompanying financial statements and supplemental data of Northwest Senior Housing Corporation and, to the best of our knowledge and belief, the same is complete and accurate.

KIRCALDIE, RANDALL & McNAB LLC

DocuSigned by:

21C45199F9AD4BF 9/23/2021
Laurence Hannafin, President Date

DocuSigned by:

DE291001DCA11K 9/22/2021
Gary Jamieson, V Pres Date

Employer Identification Number
20-2203611

Batcheller School RFP, Winchester, CT

Susan M. B. Perry
115 Spencer Street, Winsted, CT
Developer, Northwest Senior Housing Corporation
Consultant, Housing Enterprises, Inc.
Contact: Laurence Hannafin
Email: lhannafin@scbcglobal.net
Phone: 860-671-0999



Batcheller School RFP, Winchester, CT

Carriage Maker Place
19 Gay Street, Winsted, CT
Consultant, Housing Enterprises, Inc.
Contact: David Berto
Email: dberto@housingenterprises.com
Phone: 860-916-7216



Batcheller School RFP, Winchester, CT

Norfolk Town Center Rentals

23-33 Greenwoods Rd E, and 40 & 46 Greenwoods Rd W, Norfolk, CT

Consultant, Housing Enterprises, Inc.

Contact: David Berto

Email: dberto@housingenterprises.com

Phone: 860-916-7216



REPORT TO BOARD OF SELECTMEN

October 2022

Department - TOWN CLERK

Staff

Name	Position	Term
Glenn Albanesi	Town Clerk	Elected November 2021 - 2 yr term
Lauren Dombrowski	Assistant Town Clerk	Hired November 1, 2021 (full time)
Pam Prevuznak	Part Time Assistant Town Clerk	Hired January 2022 (16 hrs / week)

Stats

<i>Office Space</i>	Front Office	330 sq feet
	Vitals Vault	50 sq feet
	Land Recording Vault	50 sq feet
	Back Office	337 sq feet
	Total	767 sq feet
<i>Town Office Equipment (OWNED)</i>	Copier	1
	Typewriters	2
	Hard Drive	3
	Monitors	3
	Printer	1
<i>COTT Office Equipment (LEASED)</i>	Hard Drive	3
	Monitors	3
	Printers	2
	Scanner	1
<i>Responsibilities</i>	Land Recordings	
	Vital Statistics - Birth / Death / Marriage	
	Election - Management and Oversight	
	Licensing - Sports and Dogs	
	Notary Services	
	Meeting Agendas and Minutes Storage	
	BOS Minutes	
	Trade Names	
	Receptionist for most random inbound phone calls	

Revenue

Monthly 2022	July	August	Sept			
	\$30,099.00	\$29,467.00	\$29,350.00			
Annual	2022 YTD	2021	2020	2019	2018	2017
	\$280,579.00	\$507,299.00	\$376,247.00	\$304,308.00	\$281,625.00	\$275,305.00

Overview

The Town Clerk is an elected official, serving two year terms. The office is governed by the Winchester Town Charter and Connecticut State Statutes and acts as the Clerk to the Board of Selectmen as well as Registrar of Vital Records. Responsible for a variety of municipal functions, General Statutes directly guide duties of the office, standards and procedures for restoration and storage of all valuable records. Service fees are established and regulated by the State of Connecticut. Legislative and Freedom of Information Laws are strictly followed as well as rules written by the State Elections Enforcement Office.

2022 Initiatives & Accomplishments

- * Initiated a "Kaizen" workplace philosophy
- * Refresh front office and highlight services offered - (All labor, paint, curtains and wall art paid for personally by Glenn)
- * Added Part Time Assistant to optimal staff department
- * Enabled scanning feature on existing copier to avoid purchase of separate equipment
- * Reduced annual budget by 8%
- * Organize and Neaten office Bulletin Board
- * Revamp Map Storage System - used State grant funds to purchase 2 Hanging Style Map Cabinets
- * Compile a Master Inventory Location List of all stored items in Town Clerks office
- * Build a detailed and comprehensive SOP (Standard Operating Procedures) Guide
- * Update, Refresh and Reformat most all of the forms the office uses
- * Sequentially number all Vital Record Books to eliminate misfiling
- * Cut the cost of Vital Record Paper in half
- * Extensively research information improvements and formatting for the new Town Clerk website
- * Replaced worn front office entrance carpet runner and added cushioned standing mats

In Process	Completed
	XXX
XXX	
	XXX
	XXX
	XXX
	XXX
	XXX
XXX	
XXX	
XXX	
	XXX
	XXX
XXX	
	XXX

Department Capital Improvement

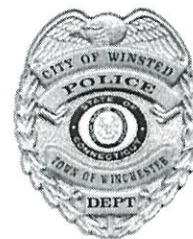
- * Winchester's overflow Land Record storage area is out of compliance with the State of CT storage environment requirements.
- * Existing, approved vault space for Vital and Land Records has been exceeded. Hard copy records currently not stored in the vaults are technically at risk.
- * We have enlisted the guidance of Ron Keith from Dupont Systems to help develop a floor plan and expandable storage system that will serve the Towns needs for the next 50 years.
- * There appears to be available funding to complete this project.
- * Discussion of this initiative will be on my October 17th meeting with the Town Manager.

Major Concerns

- * Current Recording Software - COTT SYSTEMS has fallen well behind competitors functionality and ease of use.
We are in year 2 of a 5 year contract and hoping that service and program improvements are implemented as soon as possible.
IQS has met with our office and established that their system advancements puts Winchester at clear disadvantage.
Assistant TC Lauren Dombrowski visited Torrington and determined that IQS does indeed have a superior platform.



Town of Winchester~ City of Winsted
POLICE DEPARTMENT
338 Main St., Winsted Connecticut 06098



TO: Josh S. Kelly, Town Manager
FROM: William T. Fitzgerald, Jr., Chief of Police
DATE: October 6, 2022
RE: Monthly Report – **September 2022**

I have the following are the monthly activities as to goals and accomplishment achieved by the police department:

Department Special Considerations:

- Vacation house check locations and updated weekly listing
- House checks directed patrols and walking patrols when time permits.
- Directed Patrols
- Walking Patrols

Special Considerations:

- Kinahan on vacation leave 09/26/22 through 10/05/22
- Significant increase in requests from SAO on body camera videos (BCV).

Medical Drop Off Box

Total since Implementation:

- 1037.3 lbs. Ave -Weekly 13.6lbs.
- Total for Month 2022- 97.6 lbs.

Overdose Calls

Calendar Year	OD Calls	Fatal	Narcan Used	
2014	1	0	0	
2015	16	0	0	
2016	25	1	11	36%
2017	31	4	18	19%
2018	14	1	12	-121%
2019	16	2	11	13%
2020	28	5	19	43%
2021	23	4	17	-22%
2022	13	1	12	
	167	18	100	

9/21/2022

Monthly Calls for Service- Last Month to Analyze

Monthly	Calls for Service		All Shifts
	2019	2020	
January	820	626	-24%
February	698	578	-17%
March	575	708	23%
April	673	709	5%
May	798	764	-4%
June	896	870	-3%
July	962	825	-14%
August	943	822	-13%
September	815	693	-15%
October	748	793	6%
November	739	728	-1%
December	658	776	18%
	7928	7388	-7%
	2021	2022	
January	626	716	14%
February	578	675	17%
March	708	711	0%
April	709	815	15%
May	764	889	16%
June	870	788	-9%

July	825	803	-3%
August	822	796	-3%
September	694	782	13%
October			#DIV/0!
November			#DIV/0!
December			
	6596	6975	6%

Accomplishments:

- Officers continue to show enthusiasm and diligent work ethic during calls for service and case work. Excellent professionalism, proficiency, dedication to duty, and teamwork.

Roll Call Training

- Monthly policy review
- Monthly policy reviews completed as directed.
- Kinahan- Connecticut Chief's of Police Association Training
- John Bailey Legal Update Training
- Whiteley- Connecticut Chief's of Police Association Training

Training Unit

September 6-8, 2022: Ofc. Tom Smith attended Emergency Medical Responder (EMR) recertification training at Waterbury PD training classroom. His new certification will expire 12/31/2024.

September 7, 2022: Registered Administrative Assistant/Records Clerk Kathy Venezia for 3 separate webinar trainings through Police Records Management Group. The 3 trainings include *Eliminating Risk and Liability in Records* (October 6th), *Managing Police Records* (November 1st), and *Redacting Records* (November 9th).

September 8, 2022: Sgt. Kim Boyne completed session 1 of a 5 session webinar based training through Daigle Learning Center titled: *Internal Affairs certification program*

September 11, 2022: Training notification sent to Sgt. Kim Boyne for her to complete NCIC / COLLECT recertification training by 9/30/22. Her current certification will expire 10/01/22.

September 12 + 13, 2022: Ofc. James Crean attended the 2022 Intelligence Liaison Officer Conference hosted by the CT. Intelligence Center (CTIC) where he received training and became certified as an Intelligence Liaison Officer.

September 15, 2022:

- Sgt. Kim Boyne completed session 2 of the *Internal Affairs certification program* through Daigle Learning Center.

- Registered Ofc. Scott Twombly for CPCA/CPF Officer Wellness Training occurring at Alexion Pharmaceuticals, New Haven, CT. on October 6, 2022.
- Sgt. Kevin Kinahan attended training sponsored by CT. Police Chief Association (CPCA). Training content included *Decision Making and Supervision* and *Crisis Decision Making and Leadership*

September 16, 2022: Chief William Fitzgerald and Sgt. Kevin Kinahan participated in mandatory training (John M. Bailey Seminar – Annual Legal Update) via the Microsoft Teams LIVE platform. The training was related to New Legal Developments Which Concern Police Policies and Practices. Training content included Legal Updates, Red Flag Laws, Witness Protection, Cell phone Extractions, and Juvenile Law Update. The training was Sponsored by Department of Emergency Services and Public Protection (DESPP) and Police Officer Standards and Training Council (POSTC) in conjunction with the Office of the Chief State's Attorney (OCSA).

September 18, 2022: The CPR recertification training Ofc. Anthony Horton was previously scheduled to attend on this day was cancelled by the instructor. The training will be rescheduled for a new date.

September 21, 2022: Act. Sgt. Jessica Luzefski and Ofc. Justin DeVaul completed recertification training on the Drager Intoxilyzer machine by Instructor Ofc. Justin Waltzer.

September 22, 2022:

- Sgt. Kim Boyne completed session 3 of the *Internal Affairs certification program* through Daigle Learning Center.
- Sgt. Peter DeLouis and Ofc. Scott Twombly completed recertification training on the Drager Intoxilyzer machine by Instructor Justin Waltzer.

September 23, 2022: Ofc. Anthony Horton and Ofc. Abdullah Davranmakel completed recertification training on the Drager Intoxilyzer machine by Instructor Justin Waltzer.

September 25, 2022: Sgt. Kim Boyne completed recertification training on the Drager Intoxilyzer machine by Instructor Justin Waltzer.

September 28, 2022: Sgt. Kevin Kinahan completed session 1 of a 4 session webinar based training through Daigle Learning Center titled: *Accreditation Manager certification program*.

September 29, 2022:

- Ofc. Joy Mikulski completed recertification training on the Drager Intoxilyzer machine by Instructor Justin Waltzer.
- Sgt. Kim Boyne completed session 4 of the *Internal Affairs certification program* through Daigle Learning Center.

September 30, 2022: Sgt. Kim Boyne completed session 5 (final) of the *Internal Affairs certification program* through Daigle Learning Center.

OTHER NOTES:

RE: Recruit Rudy David

9/20/22: Ofc. David completed phase 2 of the FTO program with Ofc. Brandon Simmons on the day shift and transitioned to phase 3 with Act. Sgt. Jessica Luzefski on the evening shift.

9/21/22: Ofc. David took the Emergency Medical Responder (EMR) National Registry exam and achieved a passing score.

Functions Assigned:

Patrol Commander / Final Report Review: 875
Fleet: 92

Function Status Update:

Patrol Commander: No significant information during reporting period.

FLEET: Electrical issues with car 20, 23

Functions Assigned:

(932)- Communications

(932)- Scheduling

-

Function Status Update:

(932)- Communications- -Continuing to improve relations between PD and LCD.
Continuing to improve relations between PD and LCD.

Functions Assigned school functions and safety programs /DARE / Medical Coordination is vacant until promotions.

Function Status Update: Medical supplies restocked; bags gone through. for cars.

CID

Functions Assigned:

Sgt. Kinahan- Supervision, pre-employment background investigations, case management, case assignment/investigation; Internal Affairs investigations, policy/use of force review, assist SAO with case presentation; body camera video review.

2nd Detective Position- Unfilled.

E/O Whitely- Evidence, property management.

New Cases Assigned:

Child sexual assault- adult on child, out of state agency assist (22-6001)

Untimely/unwitnessed death case (22-5902)

Received two (2) cases referred by CSP-Sex Offender Registration Unit on non-compliance violations.

Function Status Update:

Sgt. Kinahan- Follow up on child physical abuse case (22-5593) including out-of-state interview of possible suspect; interview with suspect on child sexual assault case (22-4739); pre-employment background investigation on five (5) entry level candidates- all either disqualified or withdrew from the process; numerous body camera views for SAO; FIOA request from Attorney Wall re: 22-4420, requested all BCV, 911, and two way radio transmissions; review policies – 1.3.6, 1.3.14.

E/O Whitely- Evidence returns, processing. Drug box clean out- 27.2 lbs. Destroyed eleven (11) boxes of drugs at burn center in Bridgeport.

TRAFFIC

For the month of June, there were a total of **44** motor vehicle stops. **30** verbal warnings, **1** infraction, **6** written warnings, **6** misdemeanor summonses. One stop led to D.W.I arrest.

There was a total of **24** motor vehicle crashes and **12** parking issues.

(932)- 1033 Program- Inventory performed

- 1033- Sgt. Boyne Inventory performed

DARE/Crime Prevention- Off. Pietrafesa instructor for all schools for DARE. Sgt Varasconi retirement. Will certify another officer when staffing levels are achieved.

Juvenile Unit Liaison- Nothing to report

Animal Control

Animal Complaints	30	
Dog Bites	0	
Quarantine Animals	0	
Follow Up Investigations	3	
Barking/Roaming Dogs Complaints	11	
Wildlife Calls	0	
Written Warning Issued	0	
Verbal Warning Issued	3	
Infractions Issued	0	
Euthanized Cat	1	

Month	Patrol	Click it Ticket	Detail	Dispatch	CCD	19
July	\$38,633.93	\$4,358.26	\$9,248.14	\$1,627.83	\$0.00	\$19,449.55
August	\$18,368.08	\$334.75	\$1,471.31	\$1,053.57	\$0.00	\$14,930.41
September	\$26,753.86	\$4,636.66	\$3,578.67	\$1,285.22	\$0.00	\$17,253.31
October						
November						
December						
January						
February						
March						
April						
May						
June						
	\$83,755.87	\$9,329.67	\$14,298.12	\$2,681.40	\$0.00	\$52,918.49
Ave	\$27,918.62	\$3,109.89	\$4,766.04	\$893.80	\$0.00	\$17,639.50

Monthly Overtime Cost Analysis: Fiscal Year

Majority of OT was due to use cover vacation, sick leave, retirement vacancies.

Calls For Service- Calendar Year- Shifts

	Days	Evening	Mid	Total
2022				
January	291	233	192	716
February	307	207	160	674
March	320	250	141	711
April	330	313	172	815
May	364	338	186	888
June	350	320	118	788
July	332	295	176	803
August	317	326	150	793
September	328	317	137	782
October				0
November				0
December				0
	2939	2599	1432	6970

Monthly Ave	326.5556	288.8	159.1111	580.8
Weekly Ave	81.63889	72.2	39.8	145.2
Daily Ave	10.2	9.0	5	18.2
Per Off Shift	3.4	3.0	1.7	6.1
Meal break	1			
Shift Hrs	8			

Free time	1
Est Call Time	
Per	3
Proactive	
Time	1
Report Time	
est	1.5
Prelim Invest	1.5
	<u>8</u>

Respectfully Submitted,



Chief William T. Fitzgerald Jr

Chief William Fitzgerald

Visiting Nurse & Hospice of Litchfield County



October 5, 2022

Mr. Joshua Kelly, Town Manager
Winchester/Winsted Town Hall
338 Main St.
Winsted, CT 06098

Dear Mr. Kelly:

Enclosed please find our Annual Report for the Town of Winchester/Winsted for Fiscal Year 2021-2022. We greatly appreciate the support that the Town of Winchester/Winsted has provided us over the years. If there is anything more we can provide the town or its residents, please do not hesitate to contact me at (860) 379-8561.

Sincerely,

A handwritten signature in blue ink that reads "Michael Caselas".

Michael Caselas
Executive Director

MC/jh

Enclosure

WINSTED/WINCHESTER TOWN REPORT 2021-2022

VISITING NURSE & HOSPICE OF LITCHFIELD COUNTY, INC.

Visiting Nurse & Hospice of Litchfield County was created in 2020 by the mergers of Salisbury Visiting Nurse Association (est. 1904), VNA Northwest (Bantam, est. 1928) and Foothills Visiting Nurse & Home Care (Winsted, est. 1922). The combined agencies will be caring for the residents of all towns in Litchfield County plus Burlington, Canton, and Hartland.

VNHLC is a State licensed, Medicare certified, non-profit VNA providing care 24 hours a day, 7 days a week. VNHLC provides services in the areas of Skilled Nursing, Physical, Occupational and Speech Therapies, Medical Social Work, Hospice, IV Therapy, Dietary, Pediatrics, Wound Care, and Chronic Disease Management.

VNHLC is very proud to be named to the HomeCare Elite for 9 consecutive years and identified as one of the best Home Care Agencies in the United States.

VNHLC employs 115 people, 95% of whom reside locally in Northwest Connecticut.

VNHLC cared for 2,442 patients and provided 56,861 patient visits in 2021-2022.

VNHLC is proud of its long-standing history with the Town of Winsted. 240 persons from Winsted received home health services from VNHLC during the past year.

Eighty-three (83%) percent of all our patients were age 65 or older.

VNHLC also offers, with funding assistance from the town, the following services free of charge to residents of Winsted/Winchester:

- Flu Clinics
- Matter of Balance Classes – classes focus on how to maintain balance, continue moving and exercise at any age.
- Blood Pressure Clinics
- Health Promotion Visits - VNHLC receives an annual allocation from the town to help defray the costs of providing free Health Promotion visits and Public Health Programs. Health Promotion is a program in which certain elderly at-risk patients, who normally live alone and no longer qualify for insurance benefits, are routinely monitored free of charge by one of our staff nurses, therapists, social workers, or dieticians.

Structured Bereavement Groups are held twice a year. The groups are free and open to anyone in the community who has lost a family member or friend. The bereavement coordinator is also always available to meet privately with people. Just before the holiday season, an event, The Tree of Lights, is held to honor and remember VNHLC patients who have passed within the past 18 months to which family members and caregivers are invited.

This past year VNHLC was able to conduct public and many private flu clinics and administered more than 1,500 flu vaccines to mostly high-risk individuals. All ages, 18 and older, were welcome to attend.

Since VNHLC is a non-profit health agency, the Board of Directors serve on a voluntary basis and represent all the towns in which full services are provided. The representatives from Winsted for 2021-2022 were Alan Colavecchio, President, Louise Van Alstyne, Secretary and Jan Jakubiak.

Referrals for services are accepted from anyone and services are provided regardless of ability to pay, as long as contributions, grants and other appropriations are sufficient to cover these costs.

Michael Caselas, Executive Director



Winchester Public Schools

338 Main Street, P.O. Box 648 Winsted, CT 06098

Telephone: 860-379-0706; Fax: 860-738-0638

Melony M. Brady-Shanley – Superintendent of Schools

TO: Joshua Kelly

FROM: Melony Brady-Shanley

CC: Nancy O'Dea-Wyrick

DATE: October 12, 2022

RE: Board of Education Quarterly Financial Reports Transmittal

Please see the attached reports per the legislation and know that it is also posted on the Board of Education website.

Winchester Public Schools

FY2023 Appropriated Budget 1st Quarter September 2022

Object	Description	Adopted Budget	Expended to Date	Encumbered	Balance	Estimated Adjustments	Projected Year-End
0-100	Wages	\$ 7,103,188	\$ 1,178,185	\$ 5,746,764	\$ 178,239	\$ 24,740	\$ 153,499
200	Employee Benefits	2,158,615	612,050	1,160,802	385,762	395,978	(10,216)
	Subtotal Personnel Expense	\$ 9,261,803	\$ 1,790,235	\$ 6,907,566	\$ 564,002	\$ 420,718	\$ 143,284
300	Professional Technical Services	\$ 94,700	\$ 11,683	\$ 74,591	\$ 8,426	\$ 32,460	\$ (24,034)
400	Property Services	-	3,572	-	(3,572)	(3,572)	-
51X	Pupil Transportation	1,328,500	116,107	1,172,689	39,704	40,000	(296)
560	Special Ed Out of District Tuition	1,593,326	115,523	992,791	485,012	459,690	25,322
563	Gilbert School Tuition	7,856,124	1,970,849	5,885,275	-	-	-
5XX	All Other Purchased Services	313,503	16,222	212,131	85,150	96,972	(11,822)
600	Supplies	105,057	19,373	16,694	68,990	80,522	(11,532)
700	Equipment & S/W	100,000	51,640	2,873	45,487	45,022	465
800	Dues & Fees & Other Objects	19,500	16,573	863	2,064	2,064	-
	Subtotal Non-Personnel Expense	\$ 11,410,710	\$ 2,321,542	\$ 8,357,907	\$ 731,261	\$ 753,158	\$ (21,897)
	TOTAL Appropriation	\$ 20,672,513	\$ 4,111,777	\$ 15,265,473	\$ 1,295,263	\$ 1,173,876	\$ 121,387

Fund 12 Non-Lapsing Fund							
400	Property Services	\$ 503,520	\$ 10,549	\$ 420,788	\$ 72,183	\$ 72,183	\$ -
600	Supplies	23,000	3,340	5,258	14,402	14,402	-
	TOTAL Non-Lapsing	\$ 526,520	\$ 13,889	\$ 426,046	\$ 86,585	\$ 86,585	\$ -

Fund 5 Medicaid Reimbursements	\$ 60,000	\$ 6,824	\$ 53,324	\$ (148)	\$ (148)	\$ -
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Winchester Public Schools

FY2023 Summary Operating Budget 1st Quarter September 2022

Ob- ject	Description	TOWN APPROPRIATION					TOWN SUPPORT FOR EDUCATION					TOTAL Total Summary Operating Year-End
		Town Appropriated Budget	Expended to Date	Encumbered	Estimated Adjustments	Projected Year-End	Fund 6 Budget	Expended to Date	Encumbered	Estimated Adjustments	Projected Year-End	
0-100	Wages	\$ 7,103,188	\$ 1,178,185	\$ 5,746,764	\$ 24,740	\$ 153,499	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 153,499
200	Employee Benefits	2,158,615	612,050	1,160,802	395,978	(10,216)	-	-	-	-	-	(10,216)
	Subtotal Personnel Expense	\$ 9,261,803	\$ 1,790,235	\$ 6,907,566	\$ 420,718	\$ 143,284	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 143,284
300	Professional Technical Services	\$ 94,700	\$ 11,683	\$ 74,591	\$ 32,460	\$ (24,034)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (24,034)
400	Property Services	-	3,572	-	(3,572)	-	131,083	18,853	67,672	44,558	-	\$ -
500	Purchased Services	11,091,453	2,218,700	8,262,887	596,662	13,204	109,917	55,172	51,122	3,623	-	\$ 13,204
600	Supplies	105,057	19,373	16,694	80,522	(11,532)	360,000	40,967	316,033	3,000	-	\$ (11,532)
700	Equipment & Capital	100,000	51,640	2,873	45,022	465	-	-	-	-	-	\$ 465
800	Dues, Fees & Other Objects	19,500	16,573	863	2,064	-	-	-	-	-	-	\$ -
900	Special Items	-	-	-	-	-	-	-	-	-	-	\$ -
	Subtotal Non-Personnel Expense	\$ 11,410,710	\$ 2,321,542	\$ 8,357,907	\$ 753,158	\$ (21,897)	\$ 601,000	\$ 114,992	\$ 434,827	\$ 51,181	\$ -	\$ (21,897)
	TOTAL	\$ 20,672,513	\$ 4,111,777	\$ 15,265,473	\$ 1,173,876	\$ 121,387	\$ 601,000	\$ 114,992	\$ 434,827	\$ 51,181	\$ -	\$ 121,387

Winchester Public Schools

FY2023 Grant Budget 1st Quarter September 2022

Grant	Description	FY 2021-23 Grant Award	Funds Received	Spent Prior Year	FY2022 Budget	Expended to Date	Encumbered	Balance	Estimated Adjustments	Projected Year-End
634	IDEA 611	295,207	50,000		295,207	25,968	137,626	131,613		131,613
653	IDEA 611 Carryover	291,932	194,000	169,424	122,508	18,962	64,528	39,018		-
635	IDEA 619 Preschool	14,130	2,000		14,130	916	5,499	7,715		7,715
652	IDEA 619 Preschool Carryover	13,789	6,000	3,913	9,876	1,002	6,014	2,860		-
647	ARP IDEA 611	54,747	20,000	11,375	43,372	-	-	43,372		-
648	ARP IDEA 619	5,235	2,000	775	4,460	-	-	4,460		-
657	ARP ESSER Homeless	10,657	2,000		10,657	-	-	10,657		-
659	ARP CHAMPS	180,000	75,000	8,230	171,770	49,467	296	122,007		122,007
677	ARP	1,609,745	210,000	157,292	1,452,453	4,831	1,334,735	112,887		73,270
649	ESSER II SPED Recovery	40,000	12,000	2,764	37,236	4,786	25,716	6,734		-
650	ESSER II Special Populations	25,000	5,000		25,000	3,720	14,291	6,989		-
651	ESSER II Dyslexia Recovery	16,250	2,000		16,250	-	-	16,250		-
666	ESSER II	850,160	789,000	649,603	200,557	7,313	182,481	10,763		-
660	ESSER II Family Resource Center	25,000	5,000	195	24,805	-	-	24,805		-
636	Title I	244,488			244,488	25,397	194,712	24,379		24,379
654	Title I Carryover	234,101	224,000	210,958	23,143	2,387	18,304	2,452		-
637	Title II	35,908	-		35,908	-	-	35,908		35,908
655	Title II Carryover	35,608	5,000	2,764	35,608	-	-	35,608		-
638	Title III	3,725	-		3,725	427	3,273	25		-
663	Special Ed Stipend	10,000	10,000		10,000	8,407	517	1,076		-
664	SPED Stipend Para PD	5,000	5,000		5,000	5,605	-	(605)		-
672	Student Support Title IV	15,447			15,447	-	-	15,447		15,447
675	Student Support Title IV Carryover	15,447	3,000	743	14,704	890	6,823	6,991		-
627	Family Resource Center	101,725	-		101,725	12,915	63,590	25,220		-
629	School Readiness	275,764	60,000		275,764	2,762	168,128	104,874		-
632	CHAMPS	161,878	30,000		161,878	12,489	84,308	65,081		-
633	Quality Enhancement School Readiness	3,881	1,000		3,881	-	-	3,881		-
639	ECS Alliance	200,966	-		200,966	13,420	112,786	74,760		-
644	Winsted Family Alliance FRC	500	500	335	165	-	-	165		-
646	CBITS Bounce Back	6,866	6,866	334	6,532	-	-	6,532		6,532
656	Excess Cost Grant	711,371	-		711,371	61,867	997,507	(348,003)		-
658	Adult Education	15,133	-		15,133	-	-	15,133		-
662	Critical Needs Fund	548	548		548	-	-	548		-
665	School Readiness COLA	14,028	7,000		14,028	-	-	14,028		-
676	Unified Champion Schools	1,000	1,000	18	982	-	-	982		982
TOTALS		\$ 5,525,236	\$ 1,727,914	\$ 1,218,723	\$ 4,309,277	\$ 263,531	\$ 3,421,133	\$ 624,613	\$ 206,759	\$ 417,854

Note: Grants in italics are estimates

Winchester Public Schools

FY2023 Food Service Budget
1st Quarter September 2022

Description	Budget	Actual To Date	Estimated Adjustments	Projected Year-End
INCOME				
Lunch Receipts	\$ 10,000	\$ -	\$ 1,000	\$ 1,000
NSLP Reimbursement	454,801	78,451	376,350	454,801
HeadStart	20,000	-	20,000	20,000
NSLP State Match	30,000	7,196	22,804	30,000
CT Grown for CT Kids	4,999	-	2,500	2,500
Catering	100	-	100	100
Donations, Refunds, Other	100	-	100	100
Total Income	520,000	85,647	422,854	508,501
EXPENSE				
Wages	186,340	7,770	178,570	186,340
Benefits	1,408	-	1,408	1,408
Management Services	53,570	5,357	48,213	53,570
Equipment Repairs	250	-	250	250
Purchased Services	1,071	-	1,071	1,071
Supplies	269,163	18,644	250,519	269,163
Equipment	1,500	-	1,500	1,500
Total Expense	513,302	31,771	481,531	513,302

Supply Chain Assistance Grant c/o	14,884	14,884	-	14,884
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Net Profit/(Loss)	\$ 21,582	\$ 68,760	\$ (58,677)	\$ 10,083
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FY2023 Daily Meal Volumes

